

**12TH CNMI STATE BOARD OF EDUCATION
PUBLIC SCHOOL SYSTEM**

Regular Board Meeting

Tuesday, January 4, 2011 at 8:30 a.m.

BOE Conference Room, 2nd Floor

NMI Retirement Fund Bldg., Capitol Hill

FINAL MINUTES

PRELIMINARY MATTERS

The meeting was called to order at 8:47 a.m.

ROLL CALL

Members present:

Marylou S. Ada

Lucia L. Blanco-Maratita – joined via skype

Galvin S. Deleon Guerrero

Herman T. Guerrero

D. Tanya King

Joycelynn Y. Atalig

All members present, there is a quorum.

PSS Staff Present:

Dr. Rita A. Sablan – Commissioner of Education

Jackie Quitugua – Associate Commissioner for Instructional Services

Tim Thornburgh – Federal Programs Officer

Charley Kenty – Human Resource Officer

Suzanne Lizama – Special Education Coordinator

Richard Waldo – Finance Director

Edward Tenorio – Financial Consultant

Melissa Palacios – Head Start Program Director

Kelley Butcher – Legal Counsel

George Hasselback – Legal Counsel

Jerry Deleon Guerrero – Internal Auditor

Valerie K. Malwelbug – BOE Administrative Officer

General Public:

Ulysses T. Sabuco – BISON

Waedynne Maratita – Marianas Variety

Rec'd by: Maria Angui
M.Angui
4/5/11

ADOPTION OF AGENDA – Member Herman T. Guerrero recommended to change the order of the agenda by taking the New Business first before the Executive Session; Member Tanya King moved to adopt the agenda as amended, Member Galvin S. Deleon Guerrero seconded, all in favor, motion carried.

ADOPTION OF MINUTES – The Minutes for the Special Board Meeting of December 07, 2010 was adopted as amended to note on Action for Interim Appointment that it was tabled for further review.

NEW BUSINESS

ACTION: Member Guerrero appointed Legal Counsel Kelley Butcher to act as *Pro Tem Chair*, Chair Lucia L. Blanco-Maratita seconded; all members voted yes, motion carried.

Pro Tem Chair Butcher opened the floor for motion to nominate for Chairmanship.

ACTION: Member King nominated MaryLou S. Ada for Chair, Member Guerrero seconded, Member Deleon Guerrero moved to close nominations for Chair, Member Blanco-Maratita seconded, there was no objection, motion carried.

ACTION: Member Deleon Guerrero nominated D. Tanya King for Vice Chair, Member Guerrero seconded, Member Deleon Guerrero moved to close nominations for Vice Chair, Blanco-Maratita seconded, there was no objection, motion carried;

ACTION: Member King nominated Galvin S. Deleon Guerrero for Secretary/Treasurer, Member Guerrero seconded, Member Blanco-Maratita moved to close nominations for Secretary/Treasurer, Vice Chair Ada seconded, there was no objection, motion carried.

ACTION: Member Guerrero congratulates the new Officers, Chair MaryLou S. Ada, Vice Chair D. Tanya King and Secretary/Treasurer Galvin S. Deleon Guerrero; Former Chair Lucia L. Blanco-Maratita shared the same sentiments. Each of the new officers shared their brief remarks and expressed their thanks to outgoing Chair Blanco-Maratita.

ACTION: Member King moved to concur with the Special Education Annual Performance Report and State Performance Plan; Member Guerrero seconded, all members voted yes, motion carried;

ACTION: Member King moved to concur with Special Education on the Early Intervention Annual Performance Report & State Performance Plan; Member Guerrero seconded, all members voted yes, motion carried;

EXECUTIVE SESSION

Member Deleon Guerrero moved to go into executive session for the purposes of discussing legal updates, personnel and other matters. Member King seconded, motion carried. Member Guerrero asked for Commissioner Sablan and her staff to be allowed to participate in the executive session to discuss the Financial Status of the CNMI Public School System. Staffs present are Richard Waldo, Tim Thornburgh, Ed Tenorio, Jerry Guerrero and Charley Kenty. Member Guerrero moved to rise out of Executive Session at 11:35 a.m., Member Deleon Guerrero seconded, all in favor, motion carried.

Legal Counsel Kelley Butcher did a summary on the executive session. The Board was apprised of some budgetary issues and mandated back to Commissioner Sablan and will go to the appropriate committees; The board was given updates on pending cases and cases disposed of; discussed recent issues on Rota, gave legal updates and discussed personnel issues.

REPORTS

There were no reports from Chair, CIA, CIP, FPA, LIA, Ad Hoc and School Reform Committees.

STUDENT REPRESENTATIVE – Student Representative, Joycelynn Y. Atalig, reported her involvement in the Going Green Movement for January; They started with a recycling bin, planting trees with the Assistance of Department of Lands and Natural Resources; They will be creating posters and banners to promote student ideas; She is preparing for the Youth Summit on May 31, 2011 and June 31, 2011. She shared concerns she received from her suggestion box which is changing Pizza to rice for energy throughout the day.

COMMISSIONER - Dr. Rita A. Sablan shared that classes resumed smoothly. She thanked the former officers of the Board for leading the Public School System and welcomes the new Officers; she also shared the WASC Accreditation visits for the schools, gave an update of the Highly Qualified Teachers. Member Guerrero commended Commissioner for allowing the kids to eat through December 2011.

Federal Programs Officer Tim Thornburgh did a report on the Federal Financial Status School Allocations as well as the FY2011 grants. Finance Director Richard Waldo reported on the indirect cost proposal.

ADJOURNMENT – The meeting was adjourned at 12:20 p.m.¹

CERTIFIED BY:



Galvin S. Deleon Guerrero
BOE Secretary/Treasurer

4/4/11

Date

CONCURRED BY:



MaryLou S. Ada
BOE Chairperson

April 4, 2011

Date

¹ The CNMI State Board of Education adopted this Minutes at the March 16, 2011 Special Board Meeting.

FILE

12TH CNMI STATE BOARD OF EDUCATION
PUBLIC SCHOOL SYSTEM
Regular Board Meeting
Tuesday, December 7, 2010 8:30 a.m.
BOE Conference Room, 2nd Floor
NMI Retirement Fund Bldg., Capitol Hill

PRELIMINARY MATTERS

The meeting was called to order at 8:55 a.m.

ROLL CALL

Members present:

Marylou S. Ada
Lucia L. Blanco-Maratita
Galvin S. Deleon Guerrero
Herman T. Guerrero
D. Tanya King
Joycelynn Y. Atalig

All members present, there is a quorum.

PSS Staff Present:

Dr. Rita A. Sablan – Commissioner of Education
Peter Le'au – Associate Commissioner for Administration
Jackie A. Quitugua – Associate Commissioner for Instructional Services
Charley Kenty – Human Resource Officer
Jack Diaz – Federal Programs Coordinator
George Palican – Federal Programs Coordinator
Suzanne Lizama – Special Education Coordinator
Richard Waldo – Finance Director
Edward Tenorio – Financial Consultant
Melissa Palacios – Head Start Interim Director
Kelley Butcher – Legal Counsel
George Hasselback – Legal Counsel
Jerry Deleon Guerrero – Internal Auditor
Alaysha Muna – Certification & Licensure Officer
Valerie K. Malwelbug – BOE Administrative Officer

General Public:

Ulysses T. Sabuco – BISON
Waedynne Maratita – Marianas Variety
Frank Cabrera – MHS PTA
Antonio Magofna – KHS & COJHS PTA

ADOPTION OF AGENDA – Member Herman T. Guerrero moved to change the order of the agenda by having the Executive Session after the reports before the Unfinished Business; Vice Chair MaryLou S. Ada seconded, all in favor, motion carried.

ADOPTION OF MINUTES – The Minutes for the Special Board Meeting of September 27, 2010 was adopted to include Chair Lucia L. Blanco-Maratita joined in the meeting via skype. The Minutes of the November 10, 2010 Special Board Meeting was also adopted.

REPORTS

CHAIR – Chair Lucia L. Blanco-Maratita shared her attendance and participation in the Parent Summit in Rota on December 6, 2010; Kudos to Commissioner Rita A. Sablan and her staff for a successful Parent Summit; She also attended the Head Start Governance Training with Member D. Tanya King on November 18, 2010; She joined Commissioner Sablan in discussion with McREL along with teachers and principals.

CIA – Chair D. Tanya King reported that the committee met on November 5, 2010 but no proposals for board action; Discussed Carolinian & Chamorro Language Heritage Study, Career Technical Education, AP Courses, Financial Literacy and Testing Security Protocol.

CIP – Committee Chair Ada reported that the committee met on November 29, 2010 after the FPA Committee. Rachel Fusco, PSS CIP Coordinator gave updates on the CIP Projects; EM Chen Project Manager, Liz Balajadia also gave status updates on ARRA Projects; She thanked San Antonio Elementary School for making the board aware of their plan to apply for CDBG Grant through NMHC.

FPA – Committee Chair Guerrero stated that the committee met on November 29, 2010 before the CIP Committee; A written report was submitted and included is the Certification & Licensure report and the list of Certifications as approved by the committee; Report was given that the Americorps funding was not granted as it was submitted as a draft and was not finalized; The committee requested a billing report on AMEX from Director of Finance; The Committee proposed for Commissioner to be given discretionary authority to make decisions for small schools with enrollment of less than 300; Items proposed by the committee are included in the agenda for action.

SCHOOL REFORM – Chair Galvin S. Deleon Guerrero stated that the committee was scheduled to meet on December 3, 2010 but there was only a working discussion with Legal Counsels and Commissioners as quorum was not met.

STUDENT REPRESENTATIVE – Student Representative, Joycelynn Y. Atalig, reported on her participation in the NASBE webinar with U.S. Department of Education Secretary, Arne Duncan on November 22, 2010; 29 states participated in the webinar and were only allowed to ask one (1) question; She saw another webinar from NASBE weekly letters where community and other board members participated but focused on

health and nutrition act that certain states have; she suggested completely band certain companies that advertise in schools such as Pizza Hut, etc.

COMMISSIONER - Dr. Rita A. Sablan introduced a few PTA officers, Mr. John Sablan, Mr. Frank Cabrera, and Mr. Antonio Magofna; She then introduced the PSS Staff; She reported on the Education Day school level celebrations; PTA Summit on Rota was held yesterday; Rota Mayor's Office was commended for opening doors to the community for the summit and granting administrative leave for staff participation; Tinian will have their summit on Thursday, December 9, 2010 while Saipan will hold their summit at Marianas High School on Friday, December 10, 2010; Dr. Sablan also shared a meeting with McREL along with principals and vice principals on evaluation tools; Meetings were held with Program Managers, School Administrators, Special Education Teachers and Related Service Providers; Six (6) schools were visited by McREL and helped in identifying their goals, talking to teachers to identify key issues and develop solutions and goals; A schedule of school accreditations will be sent to board members for information; She stated an invitational letter was received from the Commonwealth Legislature to sit in a roundtable discussion on what the CNMI should do to contribute to the workforce; Member Deleon Guerrero asked Commissioner Sablan regarding teachers evaluation, if she has considered supervisors or observers from other schools to do a little bit of external participation; Commissioner replied that they did discuss peer observation; Principals will be evaluated by Commissioner but teachers, still a question;

Finance Director Richard Waldo reported on the local funds; \$9,000.00 bill was sent to the Central Finance for payroll;

Financial Consultant Ed Tenorio reported on the school budget requests; He has requested the schools to submit their budget requests by December 15, 2010; 2012 is where we will be seeing the funding cliff; we need to come up with a budget by December 31, 2010.

Member Deleon Guerrero moved to amend the order of the agenda and go to New Business until 11:30 a.m. and then go to Executive Session after lunch break and continue with Unfinished Business and remaining New Business; Member Guerrero seconded, all in favor, motion carried.

NEW BUSINESS

ACTION: Member Guerrero moved to approve the Amendment II to ARRA Consolidated Grant, Member Ada seconded, all members voted yes, motion carried.

Member Guerrero said the FPA Committee endorsed the principle until such time there is funds identified for the New Book Publication Proposal, "Strategic Isles: A History of the Northern Mariana Islands; tabled until the final product of the first book could be shown to U.S. Department of Education.

ACTION: Member Guerrero moved to approve the Fiscal & Finance Budget Procedures for both Federal and Local Accounting as a result of the OSEP verification in strengthening our policies and procedures, Member King seconded, all members voted yes, motion carried.

ACTION: Member Ada moved to approve the Head Start Corrective Action Plans; Member Deleon Guerrero seconded, all members voted yes, motion carried.

The meeting recessed at 11:30 a.m. and resumed at 1:10 p.m.

ACTION: Member Guerrero moved to approve the Head Start Act 648A Staff Qualifications and Development; Member Ada seconded, all members voted yes, motion carried.

ACTION: Member Guerrero moved to approve as required by Office of Public Auditor (OPA) to formally adopt the Security of Public Funds Policy; Member Ada seconded, all members voted yes, motion carried.

ACTION: Member Guerrero moved to approve the Proposed Final Commuter Travel Regulation as Proposed Emergency Regs; Member Ada seconded, all members voted yes, motion carried.

ACTION: Member Guerrero moved to approve the Proposed Amendment to Travel Outside the CNMI; Member King seconded, all members voted yes, motion carried.

Member Guerrero asked to table the Proposed Interim Appointment as requested by Commissioner for further review.

ACTION: Member Guerrero moved to approve the Discretionary Authority for COE on hiring of Vice Principals and/or Counselors for small schools based on student/school needs; Member Deleon Guerrero raised concerned that at a school of less than 350 students, given a counselor, and no vice-principal, counselor is defaulted to be vice principal, therefore, taken away from counseling role; Member Guerrero asked Commissioner Sablan to take that into consideration; Member King seconded, all members voted yes, motion carried.

ACTION: Member King moved to approve the Reprogram of Funds from GO Bond for Garapan Elementary School ("GES"); Member Ada seconded, all members voted yes, motion carried.

ACTION: Member King moved to endorse the proposal of San Antonio Elementary School ("SAES") to apply for the ARRA CDBG to NMHC; Member Guerrero seconded, all members voted yes, motion carried.

Member Deleon Guerrero asked for the Proposed Head Lice Policy for K through 12 to be tabled until February or March for further review and discussion by the School Reform Committee.

Member Deleon Guerrero asked for the Policy on Selection of Valedictorian and Salutatorian to be tabled as it was tabled by at the Committee level.

EXECUTIVE SESSION

Member Galvin S. Deleon Guerrero moved to go into executive session to discuss Legal updates, personnel and other matters, Member MaryLou S. Ada seconded, motion carried. The board rose out of executive session at 1:35 p.m.

Legal Counsel Kelley Butcher reported on legal updates on pending cases including NMPASI case and the MOU on safety personnel by DCCA; The board was also informed of a Federal EEOC mediation scheduled for December 8, 2010; Member Deleon Guerrero volunteered and was endorsed by the Board to sit in the mediation.


UNFINISHED BUSINESS

ACTION: Member Guerrero moved to approve the recommendation of Interview Panel to hire Melissa Dr. Palacios as Head Start Program Director, Member Deleon Guerrero seconded, all members voted yes, motion carried.

MISCELLANEOUS MATTERS – Legal Counsels Kelley Butcher and George Hasselback informed the Board that the election of officers cannot be done because the By Laws states, it should be done in first Regular Board meeting in January.


ADJOURNMENT – The meeting was adjourned at 2:15 p.m.¹

CERTIFIED BY:


D. Tanya King
BOE Secretary/Treasurer

1-7-2011
Date

CONCURRED BY:


Lucia L. Bianco-Maratita, Esq.
BOE Chairperson

Jan 05, 2011
Date

¹ The CNMI State Board of Education approved this Minutes on the January 4, 2011 Regular Board meeting.