

**16TH CNMI STATE BOARD OF EDUCATION
SPECIAL BOARD MEETING
Thursday, December 5, 2019 at 8:30 a.m.
State Board of Education Conference Room,
Building 1241, Capitol Hill, Saipan, MP**

FINAL MINUTES

PRELIMINARY MATTERS

The meeting was called to order at 8:14 a.m.

ROLL CALL

Members present:

MaryLou S. Ada, J.D
Janice A. Tenorio, M.Ed.
Herman M. Atalig, SGM (Ret)
Andrew L. Orsini
Phillip Mendiola-Long, AIFA, RF
Paul T. Miura

Members absent:

Galvin S. Deleon Guerrero, Ed.D.
Dionne Monique S. Torres

Five (5) voting members present, a quorum was established.

BOE/PSS Staff Present:

Jackie Quitugua – Acting Commissioner/Associate Commissioner for Instructional Services (ACIS)
Lorraine Catienza – Acting Associate Commissioner for Student Support Services (SSS)
Fasefulu Tigilau – Acting Associate Commissioner for Accountability, Research and Evaluation (ARE)
Charley Kenty – Interim Associate Commissioner for Administrative Services
Suzanne Lizama – Director, Special Education Program
Roman Tudela, Jr. – Acting Human Resources Office Director
Tim Thornburgh – Federal Programs Officer
Kimo Rosario – Interim Finance Director
Jolene Sablan – Acting Early Head Start/Head Start Program Director
Ryan Meyerhoff, Esq. – PSS Legal Counsel
Tiberius Mocanu, Esq. – BOE Legal Counsel
Rachel Fusco – CIP Coordinator
Jesse Tenorio – Infrastructure Technology (IT) Director
Ferdinand Ngirmekur – IT
Marian Tudela – ARE
Shawn San Nicolas – Manager, Office of Pupil Transportation
Rizalina Liwag – Principal, Hopwood Middle School
Valerie K. Malwelbug – Administrative Officer, Board of Education

Members of the Public

Lyn Lirio – Marianas Variety News

Marc Venus – Saipan Tribune

Ulysses T. Sabuco – Taro Leaf

ADOPTION OF AGENDA

Member Andrew L. Orsini moved to adopt the agenda as amended to include no. 1. Bank Signatory and no. 3. NMHC Payment of \$96,375.30. Secretary/Treasurer MaryLou S. Ada seconded. All four (4) members voted yes, motion carried.

The Adoption of the Minutes was tabled for the November 21 Regular and November 26 Special Board meetings. Member Ada advised the Administrative Officer not to include the Minutes on the agenda if the Minutes are not ready.

PUBLIC COMMENTS

Member Paul T. Miura, as Teacher Representative, asked the Board if it is possible to broadcast the meetings to allow Teachers and Admins to listen or watch the meeting. If not, he submits consideration for board meetings to be conducted after school to allow teachers and staff to attend.

Member Orsini shared that at the last meeting where teachers were allowed to comment under Public Comments were granted admin leave. If they were to just come in and sit then that may require personal leave. They may submit written comments and/or give advance notice to the Board.

Legal Counsel Tiberius D. Mocanu stated that it is the discretion of the Commissioner to determine and grant personal or admin leave.

REPORTS

CIP Committee Chair Atalig stated that the committee will be meeting at 1:00 p.m. today, December 5, 2019.

FPA Committee Chair Ada reported on the December 4, 2019 meeting. It was a long and productive meeting. Assessment report will be discussed in executive session, while more information was needed for the budget financial impact to include salary increase for those on hold with certifications.

NEW BUSINESS

ACTION NO. 01 Secretary/Treasurer Ada moved to include Commissioner of Education Dr. Alfred B. Ada as a signatory to all official PSS Bank checks. Vice Chair Atalig seconded, all four (4) members voted yes, motion carried. Additionally, Member Orsini moved to include Secretary/Treasurer Ada as an authorized signatory to all official PSS Bank checks. Vice Chair Atalig seconded, all four (4) members voted yes, motion carried.

The Lifting of Austerity Measures, Financial Impact on Salary Increase for Certification level were tabled due to requests of additional information.

Secretary/Treasurer Ada moved to end the discussion on the Financial Impact on Salary Increase for Certification Level. Madam Chair Tenorio seconded. Two (2) members voted yes (Ada and Tenorio), two (2) members voted no (Atalig and Orsini), motion did not carry and discussion continued. Member Miura asked to discuss the financial status with Interim Finance Director Kimo Rosario. Lengthy discussion lead to the matter being tabled to allow management and his team to come back to the next meeting with detailed information on the available funds and the impact.

NEW BUSINESS

ACTION NO. 2 Secretary/Treasurer Ada moved to approve the CLO Report No. 2019-013 with one (1) Professional Certification. Vice Chair Atalig seconded. All four (4) members voted yes, motion carried.

ACTION NO. 3 Secretary/Treasurer Ada moved to approve to pay NMHC \$96,375.30 to allow PSS to apply for Federal Disaster Assistance. Vice Chair Atalig seconded. All four (4) members voted yes, motion carried.

EXECUTIVE SESSION

Secretary/Treasurer Ada moved to descend into executive session at 11:55 a.m. for the purpose of discussing the Assessment Report and Retention Incentive and legal updates. Vice Chair Atalig seconded. All four (4) members voted yes, motion carried. Member Phillip Mendiola-Long participated in the executive session discussion at 11:55 a.m. via teleconference from Tinian.

Member Orsini requested for the Assessment Report to go to the ISA Committee. Legal Counsel Mocanu advised the board to rise out of executive session to discuss the Retention Incentive if there are no names being discussed.

Secretary/Treasurer Ada moved to rise out of executive session at 1:13 p.m., Member Orsini seconded, all five (5) members votes yes, motion carried.

At 1:15 p.m. a.m. Legal Counsel Mocanu stated that matters discussed in executive session was regarding the Retention Incentive and the Contract of the Commissioner of Education to include a car allowance. Matters discussed were appropriate in executive session.

NEW BUSINESS

ACTION NO. 4 Vice Chair Atalig moved to approve a car allowance of \$600.00 a month to the contract of Commissioner of Education. Member Orsini seconded. All three (3) members (Atalig, Orsini and Long) voted yes, motion carried.

Secretary/Treasurer Ada called the CIP staff to report on the Hopwood Middle School Projects funded by Representatives Roman Benavente and Tina Sablan. Vice Chair Atalig informed Secretary/Treasurer Ada that it is a zero cost to PSS and the CIP Committee has given its blessing to proceed.

ADJOURNMENT- Secretary/Treasurer Ada moved to adjourn, Member Orsini seconded. All four (4) members voted yes; motion carried. The meeting was adjourned at 2:24 p.m.¹

CERTIFIED BY:



MaryLou S. Ada, J.D.
BOE Secretary/Treasurer

01.14.2020

Date

CONCURRED BY:



Janice A. Tenorio, M.Ed.
BOE Chairperson

01.31.2020

Date

¹ This Minutes was adopted at the January 14, 2020 Regular Board Meeting.