

Notice of Public Meeting

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Navajo County Community College District Governing Board (Board) and to the general public that the Board will hold a Regular District Governing Board Meeting open to the public, on **September 16, 2025 beginning at 10am**. The meetings will be held at the Northland Pioneer College Painted Desert Campus, Tiponi Community Center meeting room, located at 2251 E. Navajo Blvd., Holbrook, Arizona. The meeting can also be joined remotely using [WebEx](#). A passcode is required under certain circumstances and it is SEP25DGB.

One or more Board members and/or staff members may participate in the meeting remotely if necessary.

The public is invited to check on addenda that may be posted up to 24 hours prior to the meetings. Copies of the meeting agenda may be obtained through the Office of the President, Northland Pioneer College, Painted Desert Campus, 2251 E. Navajo Blvd., Holbrook, AZ, telephone (928) 524-7418 or (800) 266-7845 Ext. 7418, at least 24 hours in advance of the meeting. If any disabled person needs any type of accommodation, please notify Julia Wilson at the above address or telephone number at least 24 hours prior to the scheduled start time.

The Board may vote to hold an executive session for discussion or consideration of a personnel matter(s) pursuant to A.R.S. §38-431.03(A)(1). The Board may vote to hold an executive session for the purpose of obtaining legal advice from the District's attorney on any matter listed on the agenda pursuant to A.R.S. §38-431.03 (A)(3). The Board may vote to hold an executive session for the purpose of considering its position and instructing its attorney regarding the public body's position regarding contracts that are the subject of negotiations pursuant to A.R.S. §38-431.03 (A)(4). Should the District's attorney not be present in person, notice is further given that the attorney may appear by speakerphone.

I, Julia Wilson, certify that this notice of public meeting, prepared pursuant to A.R.S. § 38-431.02, was posted on or before the 15th day of September, 2025, at 10:00am.

Julia Wilson
Recording Secretary to the Board

NOTICE DISTRIBUTION

1. WHITE MOUNTAIN INDEPENDENT NEWSPAPER
2. TRIBUNE-NEWS & SNOWFLAKE HERALD NEWSPAPERS
3. NAVAJO TIMES
4. KINO RADIO
5. KNNB RADIO
6. COUNTRY MOUNTAIN AIRWAVES [KQAZ/KTHQ/KNKI RADIO]
7. KWKM RADIO
8. WHITE MOUNTAIN RADIO
9. NPC WEB SITE
10. NPC ADMINISTRATORS AND STAFF
11. NPC FACULTY ASSOCIATION PRESIDENT
12. NPC CLASSIFIED AND ADMINISTRATIVE SUPPORT ORGANIZATION PRESIDENT
13. NPC STUDENT GOVERNMENT ASSOCIATION PRESIDENT



M I S S I O N

**NORTHLAND PIONEER COLLEGE
PROVIDES EDUCATIONAL
EXCELLENCE THAT IS AFFORDABLE
AND ACCESSIBLE FOR THE
ENRICHMENT OF COMMUNITIES
ACROSS NORTHEASTERN ARIZONA.**

V I S I O N

NPC continually responds to the needs of our communities by cultivating generations of learners. By 2030, NPC will transform lives by advancing student success and socio-economic well-being through a spirit of innovation, partnership, and creative problem-solving.

V A L U E S

INTEGRITY
INCLUSION
ADAPTABILITY
CIVILITY
ACCESS



Northland Pioneer College

EXPANDING MINDS • TRANSFORMING LIVESSM

Governing Board Meeting Agenda

Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

The meeting location will be open to the public at 9:55 a.m. at the latest.

Or you can join on [WebEx](#) (Passcode SEP25DGB).

Date September 16, 2025

Time: 10:00 a.m. (PST)

Item	Description	Resource
1.	Call to Order and Pledge of Allegiance	Chair Robinson
2.	Adoption of the Agenda (Action)	Chair Robinson
3.	Call for Public Comment Individuals may address the Board on any relevant issue for up to 5 minutes. At the close of the call to the public, Board members may not respond to any comments but may respond to criticism, ask staff to review a matter or ask that a matter be placed on a future agenda.	Chair Robinson
4.	Discussion Items:	
	A. Standing Presentations:	
1.	Financial Position Director Russell Kupfer will provide a report on the financial position of the college. for period July 1, 2025 to July 31, 2025.	Director Kupfer
2.	NPC Student Government Association (SGA) SGA Senator Megan Paddock will provide the board an update.	Senator Paddock
3.	NPC Faculty Association No report.	No report
4.	Classified & Administrative Staff Organization (CASO) CASO President, Cynthia Blevins, will provide the Board an update.	President Blevins
5.	Compensation Committee No report.	No report
6.	Northland Pioneer College (NPC) Friends and Family Friends & Family Director Jesse Reeck, will provide the Board an update.	Director Reeck
7.	Human Resources Interim Vice President Nicole Ulibarri will provide the Board an update.	VPHR Ulibarri
8.	Construction Report Director of Facilities and Transportation, Justin White, will provide the Board an update.	Director White
9.	Enterprise Resource Planning (ERP) Implementation Update .. Project Manager, Colleen Marsh, will provide the Board an update.	Colleen Marsh
10.	ACCT Federal & State Update Report if available.	Chair Robinson
5.	NPC Leadership Council Leadership Council Chair, Dr. Allison Landy, will provide the Board an update.	Dr. Allison Landy
6.	President's Report President Von Lawson will provide the Board with an update.	President Lawson
7.	Consent Agenda for Action A. August 16, 2025 Board Meeting Minutes (Julia Wilson) B. 2025 - 27 Intergovernmental Agreement between Navajo County Community College District and Dishchibikoh Community School	Chair Robinson
8.	For Discussion and Possible Action:	
	A. Old Business	
	B. New Business:	

1. [Request to Approve Cisco System Core Network Equipment.....](#) CIO Jacob
CIO Jacob will request the Board approve the purchase of Cisco Systems Core Network Equipment.
2. [Request to Approve 5-Year Contract with Cisco Systems](#) CIO Jacob
CIO Jacob will request the Board approve the purchase of Cisco Systems WebEx Calling VoIP system.

9. **DGB Agenda Items and Informational Needs for Future Meetings** Chair Robinson
10. **Board Report/Summary of Current Events.....** Board Members
11. **Announcement of Next Regular Meeting.....October 21** Chair Robinson
12. **Adjournment..... (Action)** Chair Robinson

The District Governing Board may consider any item on this agenda in any order and at any time during the meeting. The District Governing Board may take action regarding any items in sections 7 & 8. The Board may vote to hold an executive session for the purpose of discussing Presidential employment goals listed on the agenda pursuant to A.R.S. §38-431.03 (A)(4). Should the District's attorney not be present in person, notice is further given that the attorney may appear by speakerphone.



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT

Statement of Financial Position

July 1, 2025 to July 31, 2025

Budget Period Expired

8%

Tax Supported Funds				
Current General Fund				
	Revised Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Primary Tax Levy	19,127,708	193,729	193,729	1%
State Aid:				
Maintenance and Operations	1,430,400	357,600	357,600	25%
Equalization	12,885,200	3,221,300	3,221,300	25%
Rural Aid	852,600	213,150	213,150	25%
Tuition and Fees	4,100,000	450,113	450,113	11%
Investment earnings	2,750,000	366,743	366,743	13%
Grants and Contracts	3,230,000	16,663	16,663	1%
Other Miscellaneous	350,000	13,533	13,533	4%
Fund Balance	10,426,729	-	-	0%
Transfers	(14,926,729)	(826,132)	(826,132)	6%
TOTAL REVENUES	\$ 40,225,908	\$ 4,006,699	\$ 4,006,699	10%
EXPENDITURES				
Salaries and Benefits	28,193,418	2,382,011	2,382,011	8%
Operating Expenditures	12,032,490	992,612	992,612	8%
TOTAL EXPENDITURES	\$ 40,225,908	\$ 3,374,623	\$ 3,374,623	8%
Unrestricted Plant				
	Revised Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
State Aid:				
Capital/STEM	295,700	73,875	73,875	25%
Fund Balance	13,626,729	51,039	51,039	0%
Transfers In	4,000,000	723,824	723,824	18%
TOTAL REVENUES	\$ 17,922,429	\$ 848,738	\$ 848,738	5%
EXPENDITURES				
Capital Expenditures - Construction and ERP	10,000,000	51,039	51,039	1%
Capital Expenditures - Other	7,900,329	797,699	797,699	10%
TOTAL EXPENDITURES	\$ 17,900,329	\$ 848,738	\$ 848,738	5%

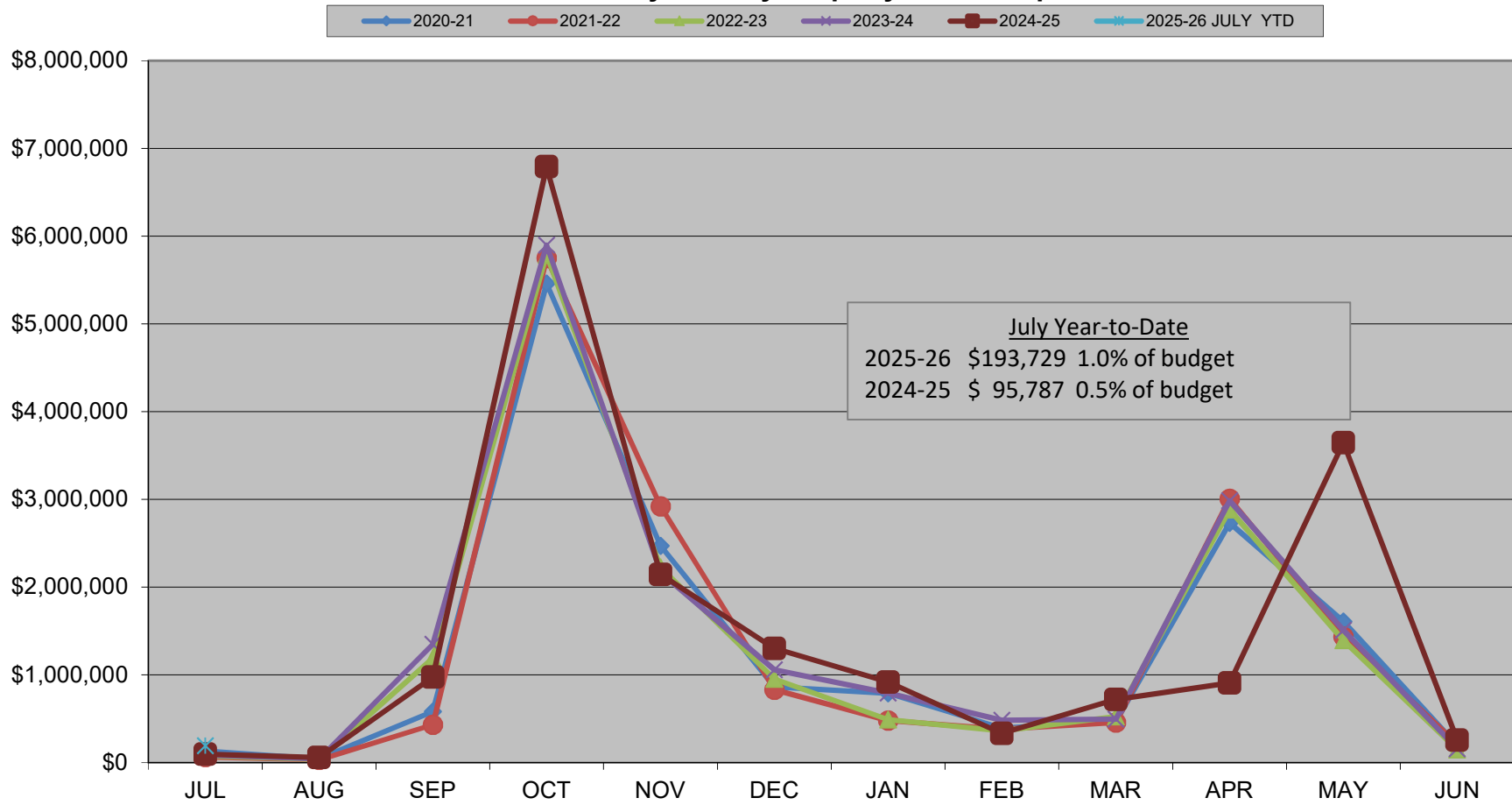
NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
Statement of Financial Position
July 1, 2025 to July 31, 2025

Budget Period Expired 8%

Restricted and Auxiliary Funds				
Restricted				
	Current Month			
	Budget	Actual	Y-T-D Actual	%
REVENUES				
Grants and Contracts	7,140,000	75,457	75,457	1%
Fund Balance	-	-	-	
Transfers In	300,000	75,000	75,000	25%
TOTAL REVENUES	\$ 7,440,000	\$ 150,457	\$ 150,457	2%
EXPENDITURES				
Salaries and Benefits	1,350,495	103,974	103,974	8%
Operating Expenditures	6,089,505	657,046	657,046	11%
TOTAL EXPENDITURES	\$ 7,440,000	\$ 761,020	\$ 761,020	10%
Auxiliary				
	Current Month			
	Budget	Actual	Y-T-D Actual	%
REVENUES				
Sales and Services	505,500	23,167	23,167	5%
Fund Balance	-	-	-	
Transfers	200,000	27,308	27,308	14%
TOTAL REVENUES	\$ 705,500	\$ 50,475	\$ 50,475	7%
EXPENDITURES				
Salaries and Benefits	388,271	26,826	26,826	7%
Operating Expenditures	317,229	23,649	23,649	7%
TOTAL EXPENDITURES	\$ 705,500	\$ 50,475	\$ 50,475	7%

Cash Flows	
Cash flows from all activities (YTD)	\$ 5,056,369
Cash used for all activities (YTD)	\$ 5,034,856
Net Cash for all activities (YTD)	\$21,513

Monthly Primary Property Tax Receipts



Review Budget Calendar and Budget Assumptions

Summary:

The development of the budget cycle starts in July of each year, when NPC develops and submits its State Aid request. The consolidated AZ Community Colleges State Aid request is due to the state by September 1st of each year. In order to complete the State Aid Request, transactions for Accounts Payable, Purchasing and Grants for the prior year ending June 30 must adhere to a tight deadline for completion.

The District Governing Board will be asked to approve the Budget Calendar and Assumptions in October.



Northland Pioneer College

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BUDGET DEVELOPMENT CALENDAR

FISCAL YEAR 2026-2027

PROPOSED:

ACTIVITY	RESOURCE	DUE BY
1. Receive budget calendar and budget assumptions	DGB	16 September 2025
2. Approve budget calendar and budget assumptions	DGB	21 October 2025
3. Distribute materials for operational & capital budgets and staffing requests	Financial Services	21 October 2025
4. Financial Services receives department budget & justifications	Department Budget Managers & Financial Services	19 January 2026
5. President's Cabinet receives staffing requests	Department Budget Managers & President's Cabinet	19 January 2026
6. President receives compensation recommendation	President, CHRO, FA, CASO	19 January 2026
7. President's Cabinet finalizes staffing needs and receives preliminary discretionary budget	President's Cabinet	2 February 2026
8. Receive introductory budget analysis	DGB	17 February 2026
9. Receive tuition and fee schedules	DGB	17 February 2026
10. Receive compensation proposal	DGB	17 February 2026
11. Budget Hearing (if necessary)	Department Budget Managers & Financial Services	27 February 2026
12. Budget hearing (if necessary)	President's Cabinet	9 March 2026
13. Receive preliminary budget analysis	DGB	17 March 2026
14. Approve tuition and fee schedules	DGB	17 March 2026
15. Approve compensation	DGB	17 March 2026
16. Receive state budget forms and analysis <i>(no later than June 5 A.R.S. 15-1461)</i>	DGB	21 April 2026
17. Adopt or modify preliminary budgets	DGB	21 April 2026
18. Publish notice of budget hearing & special board meeting <i>(not later than 15 days prior to hearing A.R.S. 15-1461)</i>	CFO	30 April 2026
19. Publish budget on website <i>(not later than 15 days prior to hearing A.R.S. 15-1461)</i>	CFO	4 May 2026
20. Publish notice in newspaper and issue a press release for truth in taxation (TNT) hearing <i>(14-20 days prior to hearing A.R.S. 15-1461.01)</i>	CFO	30 April 2026
21. 2 nd notice in newspaper for TNT hearing <i>(7-10 days prior to hearing A.R.S. 15-1461.01)</i>	CFO	7 May 2026
22. 2 nd notice of public budget hearing & special board meeting in newspaper <i>(not later than 5 days prior to hearing A.R.S. 15-1461)</i>	CFO	7 May 2026
23. 2 nd publication of budget in newspaper <i>(not later than 5 days prior to hearing A.R.S. 15-1461)</i>	CFO	7 May 2026
24. Conduct public budget hearing and TNT hearing <i>(no later than June 20 A.R.S. 15-1461 & 15-1461.01)</i>	DGB	19 May 2026
25. Adopt property tax levy & final budgets at special meeting	DGB	19 May 2026
26. Notify PTOC of primary property tax levy <i>(within 3 days after hearing A.R.S. 15-1461.01)</i>	CFO	22 May 2026
27. Submit tax levy to Navajo County	CFO	22 May 2026

Northland Pioneer College
Budget Development Assumptions
FY27

GENERAL ASSUMPTIONS

- Budget Development Calendar will establish the due dates.
- Introductory budget analysis for DGB in February will be prior to budget hearings and will be limited to an overview of expenditure and revenue trends.
- Preliminary budget analysis for DGB in March will include a detailed examination of budget planning.
- Expenditure limit breaches will use carry forward amounts to comply with statutory limits.

REVENUE ASSUMPTIONS

- State appropriations for equalization, maintenance & operations is expected to increase compared to current fiscal year. Rural aid is expected to be flat compared to the current fiscal year.
- Assessed valuations for setting the primary property tax levy will be available in February and an increase is expected. To protect the equalization funding, the levy needs to be set at the maximum allowable of 2% increase over the prior year. For FY27 the levy will be set at the maximum allowed.
- The District Governing Board adopted tuition rates on a three-year cycle that ended in FY26. The District Governing Board will receive a proposed three-year plan that will cover FY27-FY29 in February and will be requested to approve the new tuition rates in March. The previous approved plan covers the period FY24 to FY26.
 - In-district tuition rates reflects a small increase for each year listed:
 - (A) FY24 is \$70 per credit hour
 - (B) FY25 is \$73 per credit hour
 - (C) FY26 is \$75 per credit hour
 - Tuition and general fees are set at a rate that:
 - (A) considers the impact on students, student enrollment, and student retention rates,
 - (B) increases incrementally, and
 - (C) is competitive in our market by maintaining a comparative position to the average overall tuition and general fees at other Arizona community colleges.
- Course fees will be set at a rate to offset expendable supplies and equipment.
- Other revenues will be based on historical information and emerging trends.

EXPENDITURE ASSUMPTIONS

- Overall expenditures will match revenues.
- Budget request that are higher than current budget **or** actual historical spending will require **justifications and are due January 19, 2026.**
- Budget requests from Department Managers for operational and capital expenditures are due **January 19, 2026.**
- Budget requests to add new employee positions or modify existing contractual positions, including grant positions, are due **January 19, 2026.**

- SALARY SCHEDULES

- The Compensation Committee is currently evaluating salary ranges for all positions and is expected to have their recommendations given to the President in January for consideration.
- The college will continue to develop compensation proposals with the following in mind:
 - (A) consider available funds and the impact to expenditure limit,
 - (B) consider competitive market conditions with the goal to maintain a comparative position to the average increases/rates at other local public entities, other Arizona community colleges, and other similar institutions, and
 - (C) consider salary recommendations received through the shared governance process.
- BENEFITS will be developed with:
 - (A) consideration on impacts from third-party partnerships including:
 - (1) Employee benefit trust for medical insurance, and
 - (2) Arizona State Retirement System for retirement contributions.
- Education partner relationships will be maintained with:
 - (A) Apache County,
 - (B) NAVIT,
 - (C) Dual enrollment, and
 - (D) others.
- OPERATING budget requests cover a one-year period.
- CAPITAL budget requests cover a three-year period (FY27, FY28, and FY29).
- GRANT funding will continue to be identified and pursued.
- AUXILIARY fund activities will be maintained.

**Northland Pioneer College
Budget Development Guidelines
FY 27**

Budget Categories & Targets:

Revenues	<ul style="list-style-type: none"> • Administrative Services will prepare the budget.
Salaries/Wages & Benefits	<ul style="list-style-type: none"> • Human Resources and Administrative Services will prepare the budget for contract positions and the benefits for all positions. • Budget Managers will prepare budget for non-contract positions and include in their department budget requests. These include: <ul style="list-style-type: none"> ○ Adjunct faculty ○ Faculty overload ○ Temporary employee ○ Lab aid ○ Substitute faculty
New Faculty/Staff Positions	<ul style="list-style-type: none"> • Budget Managers will: <ul style="list-style-type: none"> ○ Provide salary estimate and hours worked per week. ○ Prepare job description. Review with HR prior to request for proper employee classification (exempt, nonexempt) and salary range. ○ Provide justification for new position or new program. Provide enrollment and class offerings.
Operating Expenditures	<ul style="list-style-type: none"> • Budget to remain level. • Any new programs/services must demonstrate linkage to the strategic plan.
Capital Expenditures	<ul style="list-style-type: none"> • Budget requests to align with revenues from the operational budget, grant funds, or reserved funds.
Fund 10 – Auxiliary Funds	<ul style="list-style-type: none"> • Revenues need to support expenses
Fund 20 – Grant Funds	<ul style="list-style-type: none"> • Revenues need to support expenses



STUDENT GOVERNMENT ASSOCIATION
NORTHLAND PIONEER COLLEGE

SGA Fall 2025



Laptop Scholarship

- *Open to Students at All Locations, Every NPC Campus and Center, as well as online*
- *10 winners to be awarded*
- *Currently posting the previous winners on the SGA Website*



SEPTEMBER IS
**SUICIDE
PREVENTION**
AWARENESS
MONTH

Suicide Prevention Awareness Month Video

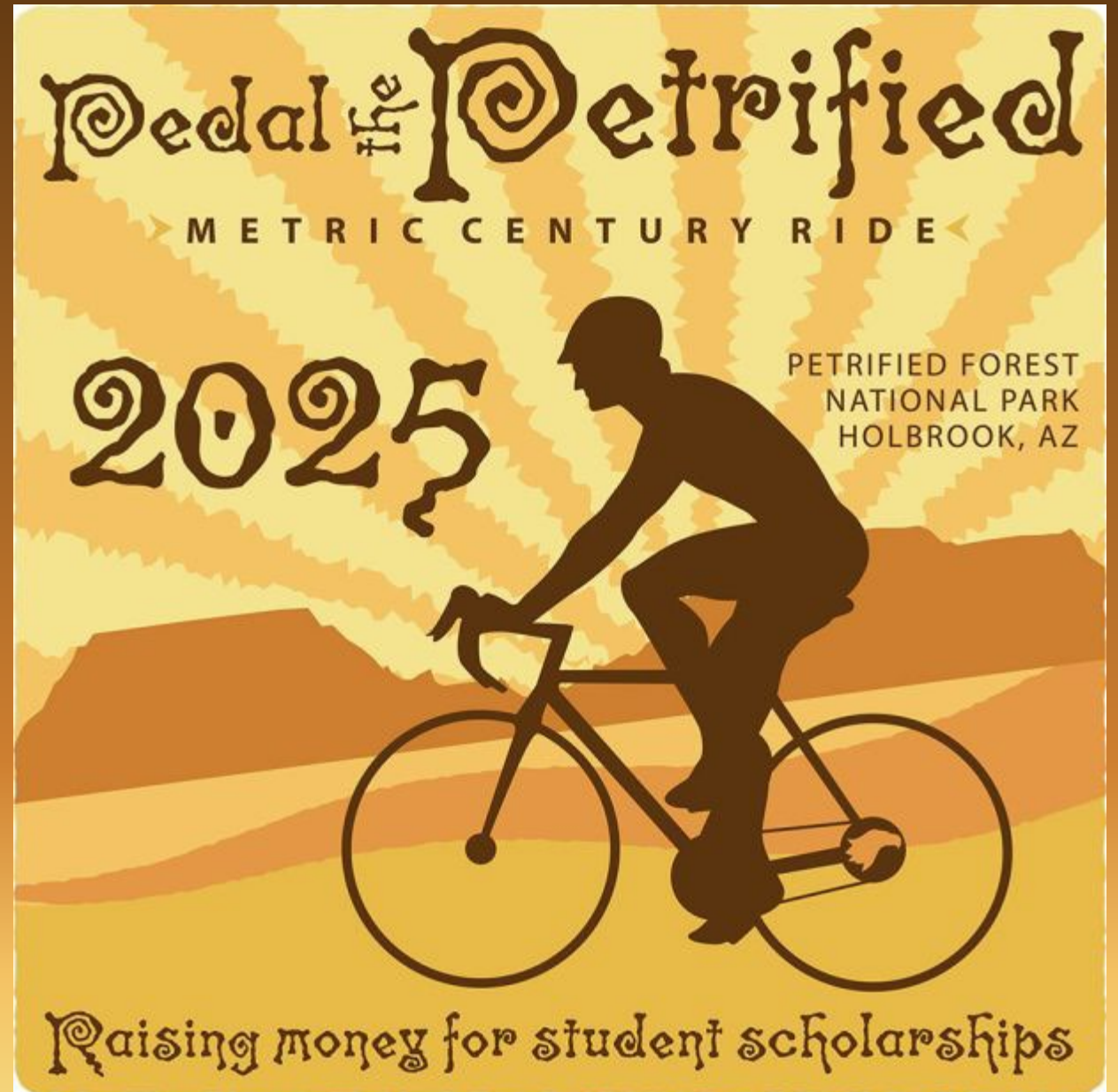
Partnering with the Mental Wellness
Club and the Eagle Club

Goal: To raise awareness of an issue
that impacts our communities and
affects students

Video will be posted to social media
of club accounts and marketing will
post it on the main NPC webpages

Pedal the Petrified

- SGA tradition
- Volunteers at both the Pre-Ride Check-In the day before and the ride itself
- Volunteers will congratulate riders as they arrive at the finish line
- Working with Jesse Reeck and NPCFF



Clubs Week Returns



We're bringing back NPC Student Clubs week this semester, partnering with the student clubs themselves to create a week of student-led, student-involved events at the end of October.

We will be posting student feedback booths and working with staff and faculty both to encourage student engagement and boost student awareness of Clubs at NPC





Eagle Fest

- SGA continues to support Eagle Fest
- Increase student and community awareness of NPC student organizations like the SGA
- Host interactive booth to boost engagement

SGA T-Shirt Design Contest

Fall 2025

- Involve the student body in an SGA activity directly
- Offer finalists prizes for their designs
- Winner will see their design put into use as a SGA T-Shirt design for the student body as well as receive the grand prize



Thank you for your time!



STAFF HIGHLIGHT

Classified Administrative Staff Organization (CASO)

*Join us as we continue to re-vision the role of
CASO as a powerful voice for staff at NPC'*

Advising

2024/2025



Relational Advising:

Meeting with Students –

- Phone
- Zoom
- Email
- In Person
- Petitions
- Withdrawals
- Overrides
- Degree Audits
- Graduation Applications
- Placement Testing
- Holds
- Financial Aid Assistance
- Registration Assistance
- Discuss Programs/Degrees
- Advising of Goals & Future Planning
- Unsatisfactory Grade Calls – Mid Semester
- Waitlist Calls
- Program Specialists
- Maxient Alerts
 - No Show & In Danger of Failing Calls
- Work with other Departments
- Title III ARMS Grant Training & Books
- SGA
- All Arizona Scholarship
- Learning Communities

Center Advisors



- Tori Tessay – Hopi Center
- Calandra Walker – Kayenta Center
- Michelle Blunt – Springerville & St. John's Centers
- Monique Fowler-Pacheco – Whiteriver Center



Campus Advisors



- Dawn Palen – Little Colorado Campus
- Vacant – Painted Desert Campus
- Muriel Metcalf– Silver Creek Campus
 - Geneva Tenney – Part-Time Silver Creek Campus
- Donna Krieser – White Mountain Campus
- Vacant – White Mountain Campus
 - Jessi Jackson – Part-Time White Mountain Campus



2025/2026 Changes to Advising

Unified Advising

Merging of:

Public Advising and Early College advising

Training Scheduled September 2025

*Continuing with **Relational Advising***



Northland Pioneer College

EXPANDING MINDS • TRANSFORMING LIVESSM

HUMAN RESOURCES

MONTHLY REPORT

September 2025

EMPLOYEE RELATIONS AND STAFFING

On October 8th the department will host our next new employee onboarding session. This session is open to all NPC employees who wish to register for a refresher, or if they have never attended a session before.

WELCOME AND RECOGNITION

We would like to welcome the following new employees to Northland Pioneer College

- ❖ Gabriel Baker Mechanic
- ❖ Dale Bowman Maintenance Lead

Congratulations to the following employees as they transition to new positions

- ❖ Kenneth Keith Faculty in Industrial Technology Trades
- ❖ Michael Solomonson Executive VP for Learning and Student Services
- ❖ Richard Chanick Associate VP for External Affairs
- ❖ Thomas Gilmer Project Consultant & Implementation Consultant
- ❖ Michelle Mackillop Faculty in Construction Technology
- ❖ Art Thomas Maintenance I

The following employees have left the institution since the last report

- ❖ Lorraine Hover Dean of Nursing
- ❖ April Horne Institutional Research Analyst
- ❖ Johnny Story Campus Monitor

RECRUITMENT

	Location	# Qualified Applicants	Date Opened	Closing Date	Status
Faculty in Computer Information Systems- 9 months	White Mountain Campus	2	7/11/25	Open Until Filled	In Review
Risk Manager	White Mountain Campus	6	7/17/25	Open Until Filled	In Review

Academic Advisor - WMC	White Mountain Campus	14	7/24/25	8/15/25	In Review
Maintenance I	Painted Desert Campus	10	7/24/25	8/31/25	Offer in Progress
Support Center Operator	Painted Desert Campus	14	7/25/25	8/25/25	In Review
Academic Advisor - PDC	Painted Desert Campus	4	7/28/25	8/14/25	Offer in progress
Faculty in Construction Technology 10 months	St. Johns Center	1	8/12/25	9/11/25	In Review
Temporary Assistant to Interim Vice President for Human Resources	Painted Desert Campus	7	8/12/25	Open Until Filled	In Review
Dean of Nursing	White Mountain Campus	0	8/21/25	Open Until Filled	In Review
Data & Compliance Coordinator	Painted Desert Campus	2	8/21/25	Open Until Filled	In Review

EMPLOYEE CENSUS DATA

Turnover Rate for FY25/26		Employee Count	Separated	Turnover Rate
Total Employees as of	7/1/2025	367	3	.8174%
Total Faculty Turnover	FY25/26 to date		0	0.0%
Total Staff Turnover	FY25/26 to date		3	.8174%
Turnover Rate for the Last 12 Months		Employee Count	Separated	Turnover Rate
Totals for September 2024 – September 2025		350	31	8.86%
Total Faculty Turnover			7	2.0%
September 2024 – September 2025				
Total Staff Turnover			24	6.86%
September 2024 –September 2025				

*Turnover Rate Calculated by dividing the number of separated employees during the period by the number of employees at the beginning of the period. This figure reflects contract employees only and excludes temporary employees

CUPA-HR Turnover Report for 2024: "In considering turnover from all types of separations (i.e., voluntary and involuntary), overall turnover of faculty and staff combined in 2024 was approximately 13.4%. Overall turnover in 2024 was similar to overall turnover in 2023. Turnover in 2024 was higher than pre-pandemic rates (approximately 12%), but lower than the 16% high of 2022.

TOTAL REWARDS

BENEFITS AND COMPENSATION

Flu Shot Clinics:

Flu shot clinics have been scheduled this fall to support employee health and wellness. Employees are encouraged to take advantage of this convenient opportunity to receive their vaccination. Human Resources will send additional communications to the college as more details are available.

October 22, 2025

9:00 a.m. – 10:00 a.m.	Little Colorado Campus
10:30 a.m. – 11:15 a.m.	Painted Desert Campus
12:30 p.m. – 1:30 p.m.	Silver Creek Campus

October 29, 2025

8:15 a.m. – 9:00 a.m. White Mountain Campus

Compensation:

The Compensation Committee continues to work diligently on finalizing the Compensation Guidelines.



Northland Pioneer College

EXPANDING MINDS • TRANSFORMING LIVESSM

ERP Project **EmpowerED**

September 2025

anthology
ACADEMY



Want to see sneak peaks of our future solutions with Anthology?

Anyone with an NPC domain (@npc.edu email) can register to watch demos and training videos.

Visit <https://www.anthology.com/academy> to register.










ERP PROJECT HIGHLIGHTS & PLANNED GO-LIVES

Our NPC Finance and HR teams finished BUILD work sessions in May 2025 and, throughout Summer 2025, they worked hard to keep training and testing and close this phase. Moving from BUILD to TEST means agreeing on new go-live dates, which are still to be determined between Anthology and NPC. Our President and CIO recently met with the vendor to discuss their request for NPC to shift out go-live dates for Finance & HR. Anthology's leadership confirmed 2025 go-lives for Finance or HR are no longer workable with Anthology's current resources and ongoing projects; they took full responsibility for the mistake of shifting their resources away from our project (as it was on track) and for moving Cochise College into our planned October 2025 go-live date without partnering with us on the decision. CIO Jacob and President Lawson worked with the NPC ERP team to compile a proposed set of concessions (delivered to ANTH 9/5/2025) if NPC pushes its FIN & HR go-live dates to 2026. Updates on the agreed go-forward path are expected in the next 2 weeks.

Otherwise, NPC is doing well and on track for planned Spring 2026 Student and REACH go-lives, including the increased implementation scope for Specialty Applications and converted multi-enrollment historical student data. All associated Student workstreams including Analytics & Reporting, Student/Faculty Portal, Faculty Workload Management, and Financial Aid Automation with Student Verification are also on track with recently-launched build and test sessions. SIS integrations (from Anthology Student to Accuplacer, Maxient, eCampus, NSC, and RAVE) are designed and in development for testing this Fall 2025, and our TAS System Analysts and Institutional Effectiveness teams are prepared for analytics and reporting as well as workflow and forms builder design sessions.

The critical effort for NPC for the next month is ETL03 – our 3rd and final round of Extract, Transform, and Load testing of mapped Student data from our legacy Jenzabar system into Anthology's new Student Information System where our NPC subject matter experts work to validate our configuration, compare control groups and datasets for accuracy, and try out specific student-related processes at the administrative level.

In order to prepare for our last round of Student testing, our TAS team will work to define and install new security roles to enable role-based unit (process) testing. Overall, NPC's teams retain full focus on Project EmpowerED along with all the related go-lives this fall and next spring, which include:

	OCT	2025 NOV	DEC	JAN	2026 FEB	MAR
NeoEd						
Modern Campus						
TouchNet						
Anthology Blackboard						
Anthology HR						
Anthology Finance						
Anthology Student						
Anthology REACH						

**LEADERSHIP COUNCIL-STRATEGIC PLANNING UPDATE
REPORT TO THE DISTRICT GOVERNING BOARD
9/16/2025**

Leadership Council has been meeting monthly during the summer to create a more comprehensive and fully aligned strategic plan for the 2025-2030 period. We recognize that the board was provided with a set of strategic priority areas last fall. However, a fully developed strategic planning framework had not yet been created. Concerns from executive leadership and continuation of our “met with concerns” designation from HLC after the Year Four Assurance Review required the council to step back and bolster its efforts. The current goal of the Leadership Council is to build on that previous work to develop a more comprehensive and fully designed Strategic Plan that will clearly guide the college in meeting its mission.

The council began by considering what **outcomes**-based goals we should pursue that would best support the college mission and address challenges students and the communities we serve face. In July, five goals were identified – two goals to address the strategic priority “Institutional Excellence” and three goals to address the strategic priority “Enduring Student Success”. These include:

1. NPC will forge new, and strengthen current, partnerships between the college and community stakeholders that enhance our students’ economic well-being, quality of life, and societal progress.
2. NPC will improve administrative efficacy and institutional sustainability through strategic alignment of college resources, processes, and organizational structure so that NPC is able to succeed in its mission.
3. NPC will increase student persistence and retention by implementing targeted, data-informed, and student-centered initiatives that lead to effectively supporting students in meeting their completion goals.
4. NPC will significantly increase enrollment of traditional, adult students so that they make up at least 75% of the student population.
5. NPC will expand educational access to a broad range of student populations across northeastern Arizona to ensure equitable participation in high-quality education and opportunities.

The five goals are viewed as being the most impactful and important to address for the next five years, are in response to data collected from the college and community, and are aligned with statewide efforts such as AC4’s Vision 2030 plan.

Upon finalizing the College Goals, the next step the council took was to identify the activities and strategies that would move each goal forward. Each goal was assigned three to five strategies in the August meeting and are currently being vetted via Leadership Council member constituency groups. Once the strategies are finalized, the council will turn identifying the metrics by which we will measure success. Metrics will include short-term **outputs**, long-term **outcomes**, and anticipated impacts.

Finally, the Council will host a Strategic Planning retreat with the college Deans and Directors to look at current data baselines and discuss how strategies may be implemented for greatest impact. We will present a final strategic plan at the December District Governing Board Meeting with planned implementation beginning January 2026. Feedback that the board wishes to provide may be sent via President Lawson.

Respectfully submitted,



Dr. Allison Landy, Leadership Council Chair

Navajo County Community College District Governing Board Meeting Minutes

August 19, 2025 – 10:00a.m.

Painted Desert Campus, Tiponi Community Center Board Room
2251 East Navajo Boulevard, Holbrook, AZ 86025

Governing Board Member Present: Chair. Everett Robinson, Ms. Kristine Laughter; Mr. Frank Lucero; Ms. Rosie Sekayumptewa; Mr. Derrick Leslie

Governing Board Member Absent:

Others Present: President Von Lawson; VPLSS Michael Solomonson; CIO Michael Jacob; Russell Kupfer; Rebecca Hunt; Colleen Marsh (remote); Katie Matott; Justin White; Allison Landy; Julia Wilson; Farah Bughio; Cynthia Blevins; Jesse Reeck; Andi DeBellis

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Robinson called the meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Chair Robinson asked if there was a motion to adopt the agenda. Mr. Leslie made a motion to adopt the amended agenda. Mr. Lucero seconded the motion.

The motion carried upon a roll-call vote with Mr. Lucero, Ms. Sekayumptewa, Ms. Laughter, Mr. Leslie and Chair Robinson voting in favor. There were no votes against.

Agenda Item 3: Call for Public Comment

None.

Agenda Item 4: Discussion Items

4.A.1. Financial Position

Director Russell Kupfer expanded on the report provided in the packet.

Ms. Laughter asked where the interest money from grants received goes to.

4.A.2. NPC Student Government Association (SGA)

No report.

4.A.3. NPC Faculty Association

Ms. Andi DeBellis gave a report on the Faculty Association including a video presentation from Ms. Rachel Townsend of the Business Department.

No questions.



4.A.4. Classified and Administrative Staff Organization (CASO)

CASO President, Ms. Cynthia Blevins gave a report on the CASO Silent Auction held at Fall Convocation and presented early college education information that was requested by the board.

No questions.

4.A.5. Compensation Committee

No report.

4.A.6. Northland Pioneer College (NPC) Friends and Family

Ms. Jessica Reeck gave the board an update on NPC Friends and Family reporting recent audit results with no findings and scholarship updates from around the district. Invitations were extended for the

Ms. Laughter inquired if there could be a goal to reach out to the students in Kayenta regarding the scholarships that are available and possibly set a goal to have a certain number of students from the Kayenta area apply and receive scholarships.

4.A.7. Human Resources

A written report from VPHR Ulibarri was reviewed by the board in her absence.

Chair Robinson asked Mr. Jacobs about ongoing problems with ADP. Mr. Jacobs will get information from ADP on these issues and report back to the board at a future meeting.

4.A.8. Construction Report

Director Justin White gave the Board an update on construction projects including the automotive program construction at PDC, the Goldwater Building at WMC, and updates at LCC in Winslow. Director White also provided an update on the Kayenta project in Dr. Thacker's absence.

The board requested architect drawings for the Winslow construction projects.

Mr. Leslie asked why Mr. White was not providing more information on the Kayenta project.

Mr. White explained that he was more in charge of construction activities which have not started yet, and he did not want to step on Ms. Thacker's toes in her absence. He assured the board the he and Ms. Thacker attend all the meetings together and that reports will be forthcoming.

Ms. Laughter also requested to review the invitee list for the Kayenta groundbreaking.

4.A.9. Enterprise Resource Planning (ERP) Implementation Update

Ms. Rebecca Hunt provided an update to the board on behalf of Ms. Marsh and the ERP team.

Mr. Leslie asked for clarification on go live protocols for Anthology. Ms. Hunt explained the UAT (user acceptance testing) activities that will occur.

The board asked questions on delays and concerns about the dual agreement made between Cochise and NPC. They also asked questions regarding billing status and ongoing concession



discussions. Chair Robinson requested that the ERP team express the Board's disappointment in not being able to meet the deadlines initially provided.

4.A.10. Arizona Association of Community College Trustees (AACCT)

Chair Robinson gave the Board an update.

No questions.

Agenda Item 5: President's Report

President Lawson provided an update to the Board.

The board took a break at 11:15 a.m.

Agenda Item 6: Consent Agenda

- A. **June 17, 2025 Regular Board Meeting Minutes** (Farah Bughio)
- B. **2025 - 31 Intergovernmental Agreement** between Navajo County Community College District and Northern Arizona Training Center for Members
- C. **2025 - 31 Intergovernmental Agreement** between Navajo County Community College District and Northeastern Arizona Law Enforcement Training Academy for Members
- D. **2025 - 31 Intergovernmental Agreement** between Navajo County Community College District and Northern Arizona Training Center for Members
- E. **Memorandum of Understanding** between Maricopa Community Colleges and Northland Pioneer College.

Mr. Leslie made a motion to approve all items on the consent agenda. Mr. Lucero seconded the motion. The motion carried upon a roll-call vote with Mr. Lucero, Ms. Sekayumptewa, Mr. Leslie and Ms. Laughter and Chair Robinson voting in favor. There were no votes against.

Agenda Item 7: For Discussion and Possible Action

7.A. Old Business

7.B. New Business

12.B.1 Request to Approve Annual SMARTnet Renewal

Mr. Jacob requested that the Board approve annual SMARTnet services for the year.

Mr. Lucero made a motion to approve the purchase of the annual SMARTnet renewal for \$79611.40. Mr. Leslie seconded the motion. The motion carried upon a roll-call vote



with Mr. Lucero, Ms. Sekayumptewa, Mr. Leslie, Ms. Laughter and Chair Robinson voting in favor. There were no votes against.

7.B.2 Request to Approve 5-Year Contract with Blackboard

Mr. Jacob requested the board to approve the purchase of Blackboard. He asked the board if Ms. Andi DeBellis could provide a presentation on this software to them.

Mr. Lucero asked what would happen with Blackboard if Anthology isn't up in 2026 and whether this product purchase would have similar issues as the Anthology ERP implementation. Ms. Laughter and Chair Robinson echoed these concerns. Mr. Jacob, Ms. DeBellis, and Ms. Hunt provided additional information to the board.

Mr. Leslie made a motion to approve the purchase of Blackboard for \$274639.01. Mr. Lucero seconded the motion. The motion carried upon a roll-call vote with Mr. Lucero, Ms. Sekayumptewa, Mr. Leslie, Ms. Laughter and Chair Robinson voting in favor. There were no votes against.

7.B.3 Request to Enter in to a Contract with TouchNet

Mr. Kupfer requested the board to approve the purchase of a contract with TouchNet.

Mr. Lucero asked for clarification on the approximate amount of the contract and the associated fees that would change the contract amount. Mr. Kupfer provided additional information on the break down of the contract costs and fee structure.

Mr. Leslie made a motion to approve the purchase of Blackboard for \$274639.01. Mr. Lucero seconded the motion. The motion carried upon a roll-call vote with Mr. Lucero, Ms. Sekayumptewa, Mr. Leslie, Ms. Laughter and Chair Robinson voting in favor. There were no votes against.

7.B.4 Request to Hold DGB Meetings at Another Location

Ms. Sekayumptewa requested to hold a future board meeting at a different location that PDC.

Mr. Leslie expressed concern that the Administrative Headquarters of NPC was at PDC.

Chair Robinson made note that the board used to travel, and we have connected classrooms at all the locations.



Mr. Jacob confirmed that we have connected classrooms available that could accommodate this request.

Mr. Lucero asked about the associated costs of having these meetings in different locations.

Dr. Lawson spoke to some of the associated costs and resources that are already in place throughout the campuses district-wide.

Ms. Laughter noted that some students travel 3 or more hours to attend classes.

Chair Robinson suggested that this discussion be moved to the Board retreat in September.

7.B.5 Request to Approve Board Member Travel

Ms. Wilson requested for the Board to approve the travel of Board Members to the ACCT conference in October.

Ms. Laughter made a motion to approve the travel of Board Members Leslie and Sekayumptewa for approximately \$3500 per member. Mr. Lucero seconded the motion. The motion carried upon a roll-call vote with Mr. Lucero, Ms. Sekayumptewa, Ms. Laughter and Chair Robinson voting in favor. Mr. Leslie abstained from voting.

7.B.6 Request to Approve VPHR Nicole Ulibarri as NPC Trustee

President Lawson requested for the Board to approve VPHR Ulibarri as the NPC Trustee for MPEBT.

Mr. Lucero made a motion to approve VPHR Ulibarri as the NPC Trustee for MPEBT. Mr. Leslie seconded the motion. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa, Ms. Laughter and Chair Robinson voting in favor.

7.B.7 Request to Approve Lease with Kayenta.

President Lawson requested for the Board to approve the lease with Kayenta for the new facilities being built there.

Ms. Laughter noted that this is a monumental task to accomplish anything on Federal Lands and what an accomplishment this is for the Kayenta community.

Mr. Lucero made a motion to approve the lease with Kayenta. Mr. Leslie seconded the motion. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Leslie, Ms. Sekayumptewa, Ms. Laughter and Chair Robinson voting in favor.

Agenda Item 8: DGB Agenda Items and Informational Needs for Future Meetings.



Mr. Leslie asked when the Special Session will be set up to discuss the claim notice. Dr. Lawson noted that he will be doing more research and reaching out for legal advice to be able to present information to the Board.

Agenda Item 9: Board Report/Summary of Current and Upcoming Events

Agenda Item 10: Announcement of Next Regular Meeting

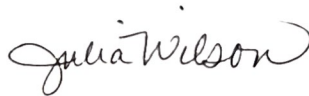
September 16th, 2025 with a Board retreat after.

President Lawson noted that Board pictures will be posted in all nine sites this year.

Agenda Item 11: Adjournment

The meeting was adjourned at 12:13 p.m. upon a motion by Mr. Leslie and a second by Mr. Lucero. The motion carried upon a roll-call vote with Ms. Sekayumtewa, Mr. Lucero, Ms. Laughter and Chair Robinson voting in favor. There were no votes against.

Respectfully Submitted,



Julia Wilson
Recording Secretary to the Board



**INTERGOVERNMENTAL AGREEMENT
BETWEEN
NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
AND
DISHCHII'BIKOH COMMUNITY SCHOOL**

This Intergovernmental Agreement ("Agreement") is entered into between Navajo County Community College District (dba Northland Pioneer College; "College"), and Dishchii'bikoh Community School ("School District") (collectively "Parties"). Both Parties are public agencies as defined in Arizona Revised Statutes ("A.R.S.") § 11-951.

BACKGROUND

College and School District are authorized to enter into this Agreement pursuant to A.R.S. § 15-342(13), § 15-701.01(F), § 15-1444(B)(4), and § 15-1821.01, and for the School District specially, the School District is authorized under its Articles of Incorporation, the laws of the White Mountain Apache Tribe, and the Tribally Controlled Schools Act, 25 U.S.C. § 2501 *et seq.* This Agreement and its use are mandated under A.R.S. § 15-1821.01(1).

College has determined that it is desirable to offer college level courses that may be counted toward both high school and college graduation requirements at the high school during the school day.

School District desires that College provide to high school students college level courses that may be counted toward both high school and college graduation requirements.

AGREEMENT

In consideration of the mutual promises contained herein, the Parties agree as follows:

1. PURPOSE

The purpose of this Agreement is to set forth the understanding of the Parties as to their respective responsibilities and rights in providing Dual Enrollment Courses, as defined in Section 2 below, to eligible School District students.

2. DEFINITION

"Dual Enrollment Course" shall have the same definition as set forth in A.R.S. § 15-101(11). Pursuant to A.R.S. § 15-1821.01(3), physical education shall not be available as a Dual Enrollment Course.

3. EFFECTIVE DATE AND TERM

- A. This Agreement shall be effective:
 - i. After the governing boards of School District and College have approved it; and
 - ii. On the date that authorized representatives of both Parties have signed it ("Effective Date").

B. The term of this Agreement shall be from the Effective Date through June 30, 2027 (“Term”).

4. OBLIGATIONS OF COLLEGE

4.1 General Course Requirements

A. College will offer Dual Enrollment Courses to School District freshmen, sophomores, juniors or seniors who meet College’s prerequisites.

B. Pursuant to A.R.S. § 15-1821.01(3), College will ensure that all Dual Enrollment Courses offered to School District students are:

1. of a quality and depth to qualify for college credit, as determined by College;
2. evaluated and approved through the College curriculum approval process;
3. at a higher level than taught by the School District high school;
4. transferable to an Arizona public university or applicable to an established community college occupational degree or certificate program; and
5. compliant with all other standards for College courses.

Dual Enrollment Courses offered pursuant to this Agreement are listed in Exhibit A attached to this Agreement, which shall be updated as needed by College.

C. Students enrolled in Dual Enrollment Courses shall be admitted to College for college level credit under the College’s current procedures for admission of students to College, and in compliance with A.R.S. § 15-1821.01 and A.R.S. § 15-1805.01. For students under the age of 18, the College’s admission policies shall comply, at a minimum, with the provisions of A.R.S. § 15-1805.01. In addition, the College may admit such students if they satisfy an alternative standard established by College.

D. College retains the right to refuse admission to and remove a student from Dual Enrollment Courses in accordance with College policy.

E. College shall determine residency status of students for tuition purposes in accordance with A.R.S. § 15-1801 *et seq.*

F. College will provide to School District the instructional information necessary to meet the goals of the courses delivered, including but not limited to College approved textbook titles, syllabi, course outlines and grading standards applicable to the Dual Enrollment Courses.

G. College will ensure that instructors of Dual Enrollment Courses follow the Dual Enrollment Course guidelines, and that the same standards of expectation and assessment that are applied to other College courses are applied to the Dual Enrollment Courses.

H. For each student, College will assign an identification number to the student that shall correspond to or reference the State Student ID number assigned to the student. School District will provide College with the State Student ID number for each student as provided in Section 5.1(F).

I. College will grant College credit for a Dual Enrollment Course when a student satisfactorily completes the course.

4.2 Instructors and Instruction

A. College will ensure that School District instructors teaching Dual Enrollment Courses have valid College teaching qualifications in the field being taught and are selected and evaluated by College using the same procedure and criteria that are used for instructors at College campus.

B. If College is providing the instructor for a Dual Enrollment Course, College will provide at College's expense a substitute instructor, as necessary and as agreed upon by School District, to cover the absence of any College instructor teaching a Dual Enrollment Course.

4.3 Assessment and Monitoring

A. Except for vocational and occupational Dual Enrollment Courses, and if required by College policy, College will assess each student who seeks enrollment in a Dual Enrollment Course through an assessment test prior to, or at the time of, enrollment to determine and assure proper placement in the Dual Enrollment Courses.

B. College will involve full-time College faculty who teach a particular discipline in Dual Enrollment Course selection and implementation, and in Dual Enrollment Course faculty selection, orientation, professional development and evaluation, as required by A.R.S. § 15-1821.01(4) & (5).

C. College will designate a liaison officer to assist with dual enrollment activities and to meet with the liaison designated by School District as necessary to review Dual Enrollment Course outlines and School District's high school scope and sequence, and to review and amend the course outlines as necessary.

4.4 Policy and Procedure

A. College will comply with all applicable procedures and requirements for the Dual Enrollment Courses set out in state statute and College policy.

B. College will provide School District with College policies and procedures applicable to students enrolling in Dual Enrollment Courses.

C. College will provide School District access to the educational records of students as necessary to carry out the terms of this Agreement, and limit access to such records to employees who have a legitimate interest and a need to know the substance of the particular record, understanding that students enrolled in the Dual Enrollment Courses will be enrolled in both School District and College. Pursuant to the Family Educational Rights and Privacy Act of 1974, as amended ("FERPA"), and applicable regulations, School District and College may disclose educational records of students to each other as "officials of another school system" where the student is enrolled.

4.5 Students with Disabilities

A. After notification from School District of a student's need, if College is providing the instructor for a Dual Enrollment Course, College will cooperate with School District to ensure the instructor complies with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, as amended, or the Individuals with Disabilities Education Act ("IDEA"), as applicable. Under the ADA and Section 504, subpart E, College is responsible for providing appropriate academic accommodations for those students that self-identify in Dual Enrollment classes; however, School District shall be responsible for ensuring that the student receives a free appropriate public education ("FAPE") in conformity with his or her 504 Plan or individualized education program ("IEP"), including special education and related services, as applicable, and shall continue to have the financial and administrative responsibility for providing and implementing all necessary accommodations or services. This Agreement does not relieve School District of any of its legal duties under applicable Federal or State law, including but not limited to School District's obligations relating to child find, evaluation, and placement of students with disabilities.

B. College will provide training and guidance to instructors and relevant personnel in the area of compliance with the ADA and the Rehabilitation Act of 1973, Subpart E, as amended, and the College's process for student requests for accommodations, as the Acts specifically relate to College classes.

5. OBLIGATIONS OF SCHOOL DISTRICT

5.1 General Course Requirements

A. School District will provide an opportunity for School District students who meet criteria pursuant to Paragraph B of this Section 5.1 to enroll in Dual Enrollment Courses and to receive college credit and credit toward high school graduation.

B. Pursuant to A.R.S. § 15-1821.01(6), School District will ensure that each student who enrolls for a Dual Enrollment Course pursuant to this Agreement is a full-time student and is currently enrolled in and attending a full-time instructional program, as defined in A.R.S. § 15-901, in a school in School District, except that high school seniors who satisfy high school graduation requirements with less than a full-time instructional program shall be exempt from this provision.

C. If School District is providing the instructor for the Dual Enrollment Course, School District will provide instruction in accordance with the policies, regulations and instructional standards of College in courses designated as Dual Enrollment Courses to students of School District at a School District facility.

D. School District will verify that each student enrolled in a Dual Enrollment Course, including those not electing to enroll for College credit, satisfies the prerequisites for the Dual Enrollment Course as published in College's catalog and complies with College policies and this Agreement regarding student placement in courses.

E. School District will adopt and utilize College approved textbooks, course outlines, and grading standards applicable to the Dual Enrollment Courses being taught. School District shall

provide textbooks for the students. Each student shall be responsible to purchase other supplies, if any, required for the Dual Enrollment Course. Classroom supplies normally supplied by College are included in tuition charges.

F. For each student enrolling in a Dual Enrollment Course, School District will enroll the student using the student's State Student ID number and provide that number to College.

5.2 Instructors and Instruction

A. If School District is to provide the instructor, School District will nominate an instructor qualified in the appropriate subject area for each Dual Enrollment Courses and submit each instructor's name and credentials to College for approval.

B. School District will ensure that School District instructors teaching Dual Enrollment Courses provide instruction in accordance with the policies, regulations and instructional standards of College and comply with College assessments.

C. If School District is providing the instructor, School District will provide at School District's expense a substitute instructor, as necessary and as agreed upon by College, to cover the absence of a School District instructor who teaches a Dual Enrollment Course. In the case of substitutions exceeding 10 consecutive school days, School District shall notify College in writing of the name and credentials of the substitute instructor.

5.3 Assessment and Monitoring

School District will designate a liaison officer to assist with dual enrollment activities and to meet with the College designated liaison as necessary to review Dual Enrollment Course outlines and School District's high school scope and sequence to review and amend the course outlines as necessary.

5.4 Policy and Procedure

A. School District will ensure that each student seeking enrollment in a Dual Enrollment Course:

1. has completed the necessary College admissions and registration process;
2. has completed College assessment examinations, if required by College;
3. is aware the student is subject to both School District policies and procedures and College policies and procedures;
4. is aware the student is participating in a college level course, even though provided at the School District, and should act appropriately; and
5. is aware of the requirements for determination of eligibility for College in-state tuition, if applicable under the terms of this Agreement.

B. School District will ensure that each instructor of Dual Enrollment Courses agrees to be subject to School District policies and procedures and College policies and procedures, including the right of College to withdraw authorization of the instructor's participation in Dual Enrollment Courses for failure to follow College requirements.

C. School District will provide College access to the educational records of students as necessary to carry out the terms of this Agreement, and limit access to such records to employees who have a legitimate interest and a need to know the substance of the particular record, understanding that students enrolled in the Dual Enrollment Courses will be enrolled in both School District and College. Pursuant to FERPA and applicable regulations, School District and College may disclose educational records of students to each other as "officials of another school system" where the student is enrolled.

5.5 Students with Disabilities

School District will determine the appropriate accommodations for each qualified student with disabilities in accordance with the ADA and Section 504 of the Rehabilitation Act of 1973, subpart D, or the IDEA, as applicable, submit appropriate documentation on students with disabilities to the Disabilities Coordinator at College, and implement accommodations or special education services as required by Federal and State law and as negotiated between the College Disability Resource office and School District. School District shall work with College in determining appropriate accommodations or special education services for Dual Enrollment Courses. School District shall be responsible for ensuring that each qualified student receives a FAPE in conformity with his or her 504 Plan or IEP, including special education and related services, as applicable, and shall continue to have the financial and administrative responsibility for providing and implementing all necessary accommodations or services; provided, however, that any supplementary aids, services, or accommodations in a IEP or Section 504 Plan implemented in a Dual Enrollment Course shall be permitted as allowed under the College's accreditation guidelines as determined by the College. This Agreement does not relieve School District of any of its legal duties under applicable Federal or State law, including but not limited to School District's obligations relating to child find, evaluation, and placement of students with disabilities.

5.6 Facilities and Funding

A. School District will provide classroom/laboratory space in which Dual Enrollment Courses and activities will be conducted. Facilities and ancillary services provided for the delivery of Dual Enrollment Courses shall comply with all applicable provision of the state Fire Marshall Code, any local fire and safety regulations, and all other applicable federal and state laws.

B. Payment, if any, for facilities and ancillary services shall be designated in Exhibit B attached to this Agreement, which shall be updated as needed by College.

6. MUTUAL AGREEMENTS

6.1 Instructor

A. Throughout the term of this Agreement, an instructor provided by School District shall remain an employee of School District, and shall be subject to the terms and conditions of the instructor's

employment contract and School District policy, but shall also be subject to continuing approval by College. Should a School District instructor violate College procedure or policy, College may withdraw authorization for the instructor to participate in the dual enrollment program and School District, upon such withdrawal of authorization, shall substitute another qualified instructor and notify College in writing of such substitution. The instructor must be approved by College pursuant to the terms of this Agreement.

B. Throughout the term of this Agreement, an instructor provided by College shall remain an employee of College, and shall be subject to the terms and conditions of the instructor's employment contract and College policy, but shall also be subject to School District policy. Should a College instructor violate School District procedure or policy, School District may ask College to withdraw authorization for the instructor to participate in the dual enrollment program and College, upon such withdrawal of authorization, shall substitute another qualified instructor and notify School District in writing of such substitution.

6.2 Students

Each student enrolled in a Dual Enrollment Course, even though enrolled as a College student during the term of the Dual Enrollment Course, shall remain a student of School District and shall follow the schedule and calendar of classes applicable for Dual Enrollment Courses, as established by School District and approved by College.

6.3 Removal from Course

School District retains the right to refuse to allow a student to enroll in a Dual Enrollment Course and to discipline and/or remove any student from the Dual Enrollment Course in accordance with School District policies. College shall have the right to request School District to remove a student from a Dual Enrollment Course.

6.4 Schedule and Number of Students

School District and College shall mutually determine the schedule of, and maximum and minimum number of students to enroll in, each Dual Enrollment Course. Such schedule shall not be changed except by prior written agreement of School District and College. School District and College must mutually agree if any student who is not a student of School District will be enrolled in a Dual Enrollment Course; provided, however, that any such student must comply with the admissions requirements and course prerequisite requirement provisions of this Agreement.

6.5 Availability of Instructors

Availability of Dual Enrollment Courses offered by College shall be dependent on the availability of appropriately qualified instructors. College may compensate School District for the services of a qualified instructor provided by School District or, alternatively, College may provide a qualified instructor to deliver any Dual Enrollment Course.

6.6 Guidelines

School District and College shall ensure that each student enrolled in a Dual Enrollment Course, and all personnel of School District and all personnel of College who are involved in the dual enrollment program are provided with dual enrollment guidelines, and that such persons agree to review and comply with the guidelines.

6.7 Rigor of Courses

College and School District agree that college level courses are rigorous and demanding courses, and the standards and criteria of any Dual Enrollment Course shall meet statutory and College criteria, and such criteria shall not be diminished for the purpose of the dual enrollment program.

7. FINANCIAL PROVISIONS AND FORMAT FOR BILLING: See Exhibit A attached.

7.1 Fees

Fees and charges for the Dual Enrollment Courses and program are provided on Exhibit B attached to this Agreement, which shall be updated as needed by College.

7.2 Supplies

School District will provide and pay for basic textbooks, workbooks, supplies and other costs related to the teaching of and the administration of Dual Enrollment Courses within School District.

7.3 Tuition

A. Either the student or School District shall be responsible for payment of tuition to College, as specified in Exhibit B.

B. College may provide grants, scholarships or financial aid in accordance with College policies and as set forth on Exhibit B, which may be amended as needed by College. In addition, College may offset tuition payments owed to College by School District with payments due from College to School District.

C. School District understands and agrees that tuition charges for students enrolled under this program may vary from student to student depending upon the total number of student credit hours for which each student has enrolled each term, and depending upon the student's eligibility for in-state tuition. Pursuant to A.R.S. § 15-1802(C), the residency of an unemancipated student under the age of 19 years will be that of the student's parent or legal guardian, and any student who does not meet the statutory requirements for in-state tuition will be charged out-of-state tuition rates, to the extent such separate rates are established by this Agreement.

7.4 Billing Format

The format for the billing of all services pursuant to this Agreement is set forth on Exhibit B. All bills under this Agreement shall include all information required by A.R.S. § 15-1821.01(1)(a).

7.5 Manner of Financing

School District and College will each fund their respective obligations under this Agreement through their respective budgeting process.

8. RECORDS

All accounts, reports, files and other records relating to this Agreement shall be kept for a minimum of 5 years after termination of this Agreement and shall be open to reasonable inspection and audit by the other party during that period. Audits may be conducted, at a time mutually agreed upon by the parties, by any appropriate political subdivision or agency of the State of Arizona or by representatives of the comptroller General of the United States or the Secretary of Education when required by applicable federal regulations.

9. CONFIDENTIALITY

All written student records shall be kept confidential in accordance with FERPA and regulations adopted pursuant to FERPA, the IDEA and regulations adopted thereunder, and applicable state laws and School District policies controlling the disclosure of personally identifiable information from a student's education records.

10. TERMINATION/DISPOSITION OF PROPERTY

10.1 Termination

Either Party may terminate this Agreement for any reason following written notice to the other Party of intent to terminate delivered not less than 90 days prior to the intended date of termination. Except as provided in this section 10, termination shall only be effective at the end of a semester, and no Dual Enrollment Course shall be terminated prior to such effective date.

10.2 No Relief from Obligations

Termination of this Agreement shall not relieve either Party from its obligation to pay for services provided prior to termination and those for any student already admitted and enrolled in a course or courses and obtaining dual credit at the time of termination or notice thereof.

10.3 Disposition of Property

The Parties do not contemplate joint acquisition of any property pursuant to this Agreement. Upon termination of this Agreement, equipment furnished or purchased by College for the program shall be retained by College, and equipment furnished or purchased by School District for the program shall be retained by School District.

11. RESPONSIBILITY

11.1 Conduct of Operations

Each Party agrees to be responsible for the conduct of its operations and performance of contract obligations and the actions of its own personnel while performing services under this

Agreement, and each party shall be solely responsible for supervision, daily direction, control of payment of salary (including withholding for payment of taxes and social security), workers' compensation and disability benefits.

11.2 Indemnification

Each Party, to the greatest extent legally permissible, shall indemnify, defend, and hold harmless the other Party from any liability resulting from the negligence, intentionally tortious, or willful misconduct of the indemnifying Party's employees, officers, students and agents.

12. CANCELLATION FOR CONFLICT OF INTEREST

This Agreement may be canceled pursuant to A.R.S. § 38-511, the pertinent provisions of which are fully incorporated herein by reference.

13. NON-ASSIGNABILITY

Neither Party may assign any right or delegate a duty or responsibility under this Agreement without the prior written consent of the other Party.

14. COMPLIANCE WITH NON-DISCRIMINATION LAWS

To the extent applicable, the Parties shall comply with all College non-discrimination policies and all state and federal non-discrimination laws and regulations, including Executive Order 2009-09.

15. RIGHTS/OBLIGATIONS OF PARTIES ONLY

The terms of this Agreement are intended only to define the respective rights and obligations of the Parties. Nothing expressed herein shall create any rights or duties in favor of any potential third party beneficiary or other person, agency or organization.

16. ENTIRE AGREEMENT

This Agreement, and its attachments as noted herein, constitutes the entire agreement between the Parties, and, except as previously noted, all prior or contemporaneous oral or written agreements are superseded by this Agreement. There are no representations or other provisions other than those contained herein, and any amendment or modification of this Agreement shall be made in writing and signed by the Parties to this Agreement.

17. INVALIDITY OF PART OF THE AGREEMENT

If any part of this Agreement is held to be illegal, invalid or void by a court of competent jurisdiction, the remainder of this Agreement shall remain in full force and effect with those offending portions omitted.

18. GOVERNING LAW

This Agreement shall be construed under the laws of the State of Arizona and shall incorporate by reference all laws governing intergovernmental agreements and mandatory contract provisions of state agencies required by statute or executive order.

All statutes and regulations referenced in this Agreement are incorporated herein as if fully stated in their entirety in the Agreement. Each Party agrees to comply with and be responsible for the provisions, the statutes, and the regulations set out in this Agreement.

19. NOTICE

All notices, requests for payment, or other correspondence between the Parties regarding this Agreement shall be mailed United States postage prepaid or delivered personally to the respective parties at the following addresses:

20. LEGAL WORKER REQUIREMENT

To the extent applicable under Arizona Revised Statutes § 41-4401, each Party may not award a contract to any contractor who fails, or whose subcontractors fail, to verify the employment eligibility through the e-verify program of any employee it hires, and who does not comply with federal immigration laws and regulations relating to their employees. As mandated by A.R.S. § 41-4401, this provision provides notice of those requirements.

21. WORKERS COMPENSATION

For purposes of workers' compensation, an employee of a Party to this Agreement, who works under the jurisdiction or control of, or who works within the jurisdictional boundaries of another Party pursuant to this Agreement, is deemed to be an employee of both the Party who is her primary employer and the Party under whose jurisdiction or control or within whose jurisdictional boundaries she is then working, as provided in A.R.S. §23-1022(D). The primary employer of such employee shall be solely liable for payment of workers' compensation benefits for the purposes of this section. Each Party herein shall comply with the provisions of A.R.S. §23-1022(E) by posting the notice required.

If to College:
Von Lawson, President
Northland Pioneer College
P.O. Box 610
Holbrook, AZ 86025


If to School District:
Marilou Areno, Superintendent
Dishchii'bikoh Community School
P.O. Box 80068
Cibecue, AZ 85911

COLLEGE

By: Von Lawson
Title: President

Date

SCHOOL DISTRICT



By: Marilou Arenos
Title: Superintendent



Date

REVIEWED AND APPROVED AS TO FORM

Pursuant to A.R.S. § 11-952(D), the attorney for the College has determined that the foregoing Agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona to the College and the attorney for the School District has determined that the foregoing Agreement is in the proper form and is within the powers and authority granted under the School District Articles of Incorporation, the laws of the White Mountain Apache Tribe, and the Tribally Controlled School Act.

By: Kristin Mackin
Title: Attorney, Sims Mackin
Counsel for Navajo County Community
College District
Dated: _____

By: George Hesse
Title: Attorney, George Hesse, PLLC
Counsel for Dishchii'bikoh Community School
Dated: 8/27/25

EXHIBIT A
TYPE OF INSTRUCTION
DUAL ENROLLMENT COURSES

COURSES AND CREDITS

For complete course descriptions, refer to the current College catalog.

The number of students admitted for any Dual Enrollment Course shall not be less than 6 students per section and shall not exceed a maximum of 30 students per section except and to the extent that the parties agree otherwise in writing in a specified circumstance.

WRV	CBCO	ENL101	College Composition I	Kathryn Del Rosario	3
WRV	CBCO	ENL102	College Composition II	Kathryn Del Rosario	3
WRV	CBCO	MAT142	College Math with Contemporary Applications	Anwar Rabah	3

EXHIBIT B

FINANCIAL PROVISIONS

Fill in the blanks. If the information is not applicable, indicate N/A in the blank.

Additional directions for completing this form are in italics.

1. INSTRUCTORS

Instructors shall be provided as follows: *(Check the appropriate line)*

 X School District shall provide and pay all instructors.

 College shall provide and pay all instructors.

 Each party shall provide and pay for instructors as follows: _____

2. PAYMENTS TO THE SCHOOL DISTRICT

For each course for which the School District provides and pays for the instructor, the College shall pay the School District Ten Dollars (\$10) per credit hour for each properly enrolled student, capped at Two-hundred fifty Dollars (\$250) per credit hour for each course.

Invoices from the School District to the College shall be based on College course rosters and include the information listed in Exhibit A of this Agreement.

3. PAYMENTS OF TUITION AND FEES/COSTS TO THE COLLEGE

TUITION:

College in-county/in-state tuition is Seventy-three Dollars (\$73) per credit hour for each in-county/in-state student; out-of-county/in-state tuition is Ninety-one Dollars (\$ 91) per credit hour for each out-of-County, in-student; and Four Hundred ten Dollars (\$410) per credit hour for each student, and who, pursuant to A.R.S. §15-1802 or A.R.S. §15-1803, does not qualify for in-state student status.

ADDITIONAL FEES AND/OR COSTS:

Set out below are additional fees and costs and, for each, a designation as to whether the School District or student is responsible for payment of each fee or cost.

Fees and Costs (Including special course fees; assessment costs, if any; etc.)	<i>For each fee or cost, check the appropriate line to indicate whether the School District or student is responsible for payment to the College of the fee or cost. .</i>	
1. Course Fees	District _____	Student <u> X </u>
2. Media Fee	District _____	Student <u> X </u>
3.	District _____	Student _____

4. COLLECTION AND PAYMENT OF TUITION AND FEES/COSTS

Check the appropriate line:

 School District is responsible for payment of tuition to the College.

☒ Each student is responsible for payment of tuition to the College.

For tuition and fee/cost payments required to be made by the School District to the College:

- A. School District is authorized and retains the discretion to collect tuition and fee/cost payments from its students to the extent School District deems appropriate; and
- B. School District may reduce its required payment of tuition and fees/costs owed to the College pursuant to paragraph 3 by the amount of any payment owed to School District by the College pursuant to paragraph 2.

For any tuition and fee/cost payment required to be made by a student to the College, the College shall establish an individual billing account for that student and the billing for such tuition and/or fees and costs shall occur in accordance with College policies and procedures.

5. FINANCIAL AID

Except as indicated in this section, College offers no grant, scholarship or financial aid for the dual enrollment program.

[If grants, scholarships or financial aid are available, specify that information here]:

A scholarship will be applied for dual enrollment courses to cover in-state tuition, media, and applicable course fees, including all courses available for concurrent enrollment, bringing tuition to \$0 credit hour for in-state tuition.

If tuition and/or additional fees and costs are the responsibility of individual students, a student may be eligible for tuition and fee and cost scholarships in compliance with College policies and procedures.

6. FORMAT OF INVOICES BETWEEN THE SCHOOL DISTRICT AND COLLEGE

The School District and College shall send invoices to the other to the attention and at the address listed below no later than thirty (30) days after the end of each semester. Each invoice shall detail any payments due. Payments shall be due within thirty (30) days of receipt of an invoice.

Invoices to be sent to the College:
(specify administrator and address)

N/A

Invoices to be sent to the School District:
(specify administrator and address)

7. FULL TIME STUDENT EQUIVALENT FINANCIAL INFORMATION

Amount College received in FTSE in prior academic year:
(Specify dollar amount)

\$ 1,349,900

Portion of that FTSE distributed to School District:
(Specify percentage or dollar amount)

\$ 0

Amount School District returned to College:
(Specify percentage or dollar amount)

\$ 0

Request to Approve NPC Cisco Systems Core Network Equipment

Recommendation:

Staff recommends approval to replace the twenty-year-old network technology at the PDC campus with updated and higher performance Cisco equipment to be purchased from HyeTech Network & Security LLC for \$144,405.55

Procurement Process and Budget Information:

This is a budgeted expense utilizing Government Procurement Alliance Contract 22-02PV-08 to ensure competitive pricing for the college.

Summary:

Cisco Systems, Inc. is the preferred provider and standard for data network communications equipment. This equipment provides the core network connectivity through which all data traffic flows between the PDC and WMC campuses. This project began in 2024 and should be completed by end of 2026 in order to maintain network continuity and stability.

The cost breakdown for this Cisco equipment is \$133,178.59 for the hardware and related connectivity components. All applicable taxes of \$11,226.96, for a total price of \$144,405.55.





HyeTech Network & Security Solutions, LLC.
10235 S. 51st Street #120
Phoenix, AZ 85044

Quotation

Date: August 06, 2025

Quotation #: 1102-127

Customer ID: 1102

Prepared by: Karim Diab

Valid until: September 06, 2025

Project Detail: Cisco Switches

Contract: 1 GPA 22-02PV-08

Bill To:

Northland Pioneer
Kenneth Coggin
1001 W Deuce of Clubs
Show Low, Arizona 85901

Ship To:

Northland Pioneer
Kenneth Coggin
1001 W Deuce of Clubs
Show Low, Arizona 85901

Products

Part	Description	Term	List Price	Unit Price	Qty	Ext. Price
C9500-48Y4C-EDU	Switch - C9500-48Y4C - 1RU - Wired - 100Gbps - Gigabit Ethernet - 16GB RAM - 16GB Flash Memory - 90 to 264 VAC - 48x 1/10/25G Gigabit Ethernet + 4x 40/100G Uplink, RJ45, USB-mini type B - Enhanced Limited Lifetime Hardware Warranty	0	\$28,637.65	\$15,750.71	3	\$47,252.13
CON-SNT-C950048E	SNTC-8X5XNBD Catalyst 9500 48x10G, K12	36	\$6,156.00	\$4,801.68	3	\$14,405.04
CAB-9K12A-NA	Power Cord, 125VAC 13A NEMA 5-15 Plug, North America	0	\$0.00	\$0.00	6	\$0.00
C9K-PWR-650WAC-R	C9K-PWR-650WAC-R - 650W AC Config 4 Power Supply front to back cooling - AC 90VAC to 264VAC, 47 to 63 Hz - Efficiency 94% - Input: AC IEC 60320 C14 - MTBF 2268760 (hours)	0	\$0.00	\$0.00	3	\$0.00
C9K-PWR-650WAC-R/2	650W AC Config 4 Power Supply front to back cooling	0	\$2,663.25	\$1,464.79	3	\$4,394.37
C9K-F1-SSD-BLANK	Cisco pluggable SSD storage	0	\$0.00	\$0.00	3	\$0.00
C9K-T1-FANTRAY	Catalyst 9500 Type 4 front to back cooling Fan	0	\$0.00	\$0.00	6	\$0.00
C9500-SSD-NONE	No SSD Card Selected	0	\$0.00	\$0.00	3	\$0.00
C9500-RFID-NONE	No RFID Selected	0	\$0.00	\$0.00	3	\$0.00
S9500UK9-1712	CISCO CATALYST 9500 XE 17.12 UNIVERSAL	0	\$0.00	\$0.00	3	\$0.00
C9500-DNA-48Y4C-A	C9500 DNA Advantage, Term License	0	\$0.00	\$0.00	3	\$0.00
C9500-DNA-A-3Y	CISCO CATALYST 9500 DNA ADVANTAGE 3 YEAR LICENSE	36	\$14,312.91	\$7,872.10	3	\$23,616.30
C9500-NW-A	C9500 NETWORK STACK, ADVANTAGE	0	\$0.00	\$0.00	3	\$0.00
NETWORK-PNP-LIC	NETWORK PLUG-N-PLAY CONNECT FOR ZERO-TOUCH DEVICE DEPLOYMENT	0	\$0.00	\$0.00	3	\$0.00
C9200-48P-EDU	Catalyst 9200 48-port PoE+ only, K12	0	\$8,696.27	\$4,782.95	5	\$23,914.75
CON-SNT-C9248PED	SNTC-8X5XNBD Catalyst 9200 48-port PoE+ only, K12	36	\$1,869.00	\$1,457.82	5	\$7,289.10
CAB-TA-NA	NORTH AMERICA AC TYPE A POWER CABLE	0	\$0.00	\$0.00	10	\$0.00
C9200-NM-4G	MODULO Catalyst 9200 4 x 1G Network Module	0	\$685.54	\$335.91	5	\$1,679.55
PWR-C6-1KWAC/2	FONTE DE ALIMENTACAO 1KW AC Config 6 Power Supply - Secondary Power Su	0	\$2,539.91	\$1,396.95	5	\$6,984.75
C9K-ACC-RBFT	RUBBER FEET FOR TABLE TOP SETUP 9200 and 9300	0	\$0.00	\$0.00	5	\$0.00
C9K-ACC-SCR-4	12-24 and 10-32 SCREWS FOR RACK INSTALLATION, QTY 4	0	\$0.00	\$0.00	5	\$0.00
CAB-GUIDE-1RU	1RU CABLE MANAGEMENT GUIDES 9200 and 9300	0	\$0.00	\$0.00	5	\$0.00
C9200-DNA-E-48	C9200 Cisco DNA Essentials, 48-Port Term Licenses	0	\$0.00	\$0.00	5	\$0.00
C9200-DNA-E-48-3Y	C9200 Cisco DNA Essentials, 48-port - 3 Year Term License	36	\$1,324.59	\$728.52	5	\$3,642.60
C9200-NW-E-48	C9200 NETWORK ESSENTIALS, 48-PORT LICENSE	0	\$0.00	\$0.00	5	\$0.00
NETWORK-PNP-LIC	NETWORK PLUG-N-PLAY CONNECT FOR ZERO-TOUCH DEVICE DEPLOYMENT	0	\$0.00	\$0.00	5	\$0.00
Subtotal:						\$133,178.59

Quote Summary		Amount
Products		\$133,178.59
Subtotal:		\$133,178.59
Estimated Tax:		\$11,226.96
Total:		\$144,405.55



Invoicing & Payment Unless otherwise stated in an SOW, exhibit, or definitive agreement, HyeTech shall invoice Customer on a project basis. Customer shall pay HyeTech within thirty (30) calendar days from the date of invoice for any of the Services and expenses provided or incurred hereunder. HyeTech may charge Customer interest and late fees on any overdue and unpaid portion of the Fees in an amount equal to one and one half percent (1.5%) per month. All payments shall be made in U.S. dollars. In the event Customer disputes any Fees, Customer shall pay any undisputed portion of the invoice containing the disputed Fees. **Suspension** In the event of non-payment of any Fees or other fees payable within forty-five (45) days from the date of invoice, HT may, in addition to any other rights and remedies it may have, suspend Customer's access to the Products and Services.

Request to Approve NPC Cisco Systems Webex Calling

Recommendation:

It is recommended that the Board approve the replacement of the college's end-of-life Cisco VoIP phone system with a cloud-based Webex Calling solution. The system will be procured from HyeTech Network & Security LLC at a total cost of \$510,676.94 over five years. This transition is essential to ensure improved service reliability, enhanced emergency accessibility (including E911 functionality), and alignment with the college's technology modernization goals.

Procurement Process and Budget Considerations:

This is a budgeted expenditure and will be conducted through the Government Procurement Alliance Contract No. 22-02PV-08, which provides competitive pricing and complies with public sector procurement standards.

Payment Structure:

Year 1 Payment: \$124,955.39

Year 2 Payment: \$96,430.39

Year 3 Payment: \$96,430.39

Year 4 Payment: \$96,430.39

Year 5 Payment: \$96,430.39

This structured payment approach enables budget planning flexibility while supporting the long-term implementation of a scalable and secure communication platform.

Summary

Cisco Systems, Inc. continues to serve as the college's standard for data network communications. The existing on-premises VoIP infrastructure has reached the end of its operational lifecycle. The proposed Webex Calling solution offers a robust cloud-based alternative.

Cost Breakdown:

Hardware and Connectivity Components: \$181,874.94.

Applicable Taxes: \$17,150.79.

Total 5-Year Cost: \$510,676.94

This investment represents a strategic and necessary upgrade that aligns with institutional goals and provides long-term value at a reduced cost.



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu



HyeTech Network & Security Solutions, LLC.
10235 S. 51st Street #120
Phoenix, AZ 85044

Quotation

Date: August 25, 2025

Quotation #: 1102-121

Customer ID: 1102

Prepared by: Orion Igleheart

Valid until: September 30, 2025

Project Detail: Webex Calling FY25 5 Year

Contract: 1GPA Contract 22-02PV-08

Bill To:

Northland Pioneer
Kenneth Coggin
1001 W Deuce of Clubs
Show Low, Arizona 85901

Ship To:

Northland Pioneer
Kenneth Coggin
1001 W Deuce of Clubs
Show Low, Arizona 85901

Renewable Products

Serial #	Part	Description	Support Level	Start Date	End Date	List Price	Unit Price	Qty	Ext. Price
NA	A-FLEX-3	COLLABORATION FLEX PLAN 3.0	---	8/28/2025	8/27/2030	\$0.00	\$0.00	1	\$0.00
NA	A-FLEX-C-PRO	Webex Calling Entitlement	---	8/28/2025	8/27/2030	\$0.00	\$0.00	633	\$0.00
NA	A-FLEX-CL-CA	Webex Calling Common Area Entitlement	---	8/28/2025	8/27/2030	\$0.00	\$0.00	278	\$0.00
NA	A-FLEX-LGW-CUBE	CUBE for Webex Calling (2)	---	8/28/2025	8/27/2030	\$0.00	\$0.00	278	\$0.00
NA	A-FLEX-P-CALL	Prem to Webex Calling / UCM Cloud	---	8/28/2025	8/27/2030	\$0.00	\$0.00	555	\$0.00
NA	A-FLEX-C-DEV-ENT	Cloud Device Registration Entitlement	---	8/28/2025	8/27/2030	\$0.00	\$0.00	639	\$0.00
NA	A-FLEX-MSG-ENT	Messaging Entitlement	---	8/28/2025	8/27/2030	\$0.00	\$0.00	639	\$0.00
NA	A-FLEX-FILESTG-ENT	File Storage Entitlement	---	8/28/2025	8/27/2030	\$0.00	\$0.00	13320	\$0.00
NA	A-FLEX-PROPACK-ENT	PRO PACK FOR CISCO CONTROL HUB ENTITLEMENT	---	8/28/2025	8/27/2030	\$0.00	\$0.00	639	\$0.00
NA	A-FLEX-ERC	Emergency Response Center Call fee per location search US	---	8/28/2025	8/27/2030	\$43.00	\$36.55	1	\$36.55
NA	A-FLEX-EDU-CUST	Education Customer	---	8/28/2025	8/27/2030	\$0.00	\$0.00	1	\$0.00
NA	A-AUD-VOIP	Included VoIP (1)	---	8/28/2025	8/27/2030	\$0.00	\$0.00	1	\$0.00
NA	A-AUD-EDGEAUD-USER	Webex Edge Audio (1)	---	8/28/2025	8/27/2030	\$0.00	\$0.00	550	\$0.00
NA	A-AUD-TOLLDIALIN	Meetings Toll Dial-In Audio (1)	---	8/28/2025	8/27/2030	\$0.00	\$0.00	550	\$0.00
NA	A-FLEX-MSUITE-ENT	Cloud Meetings Entitlement	---	8/28/2025	8/27/2030	\$0.00	\$0.00	633	\$0.00
NA	A-EVENTS-ENT	Webex Webinars 5000 Entitlement	---	8/28/2025	8/27/2030	\$0.00	\$0.00	633	\$0.00
NA	A-FLEX-CONT-MGMT	Cloud Content Management	---	8/28/2025	8/27/2030	\$0.00	\$0.00	1	\$0.00
NA	A-EVENTS-PLF-ENT	Webex Events (formerly Socio) Suite EA Entitlement Flex 3.0	---	8/28/2025	8/27/2030	\$0.00	\$0.00	550	\$0.00
NA	A-EVTS-PLF-EXT-ENT	Webex Events (formerly Socio) Suite EA 5X KW External Count	---	8/28/2025	8/27/2030	\$0.00	\$0.00	5500	\$0.00
NA	A-EVTS-PLM-ENT	Webex Events (formerly Socio) Suite EA Provisioning Flex 3.0	---	8/28/2025	8/27/2030	\$0.00	\$0.00	550	\$0.00
NA	A-FLEX-EA-SEC-PK	Extended Security Pack EA add-on	---	8/28/2025	8/27/2030	\$210.00	\$126.00	555	\$69,930.00
NA	A-FLEX-EA-SUITE-E	Wbx Suite EA Cloud Meetings EA Cloud Calling andEvents5k EDU	---	8/28/2025	8/27/2030	\$1,035.00	\$621.00	550	\$341,550.00
NA	A-FLEX-SEC-PK-ENT	Extended Security Pack Entitlement	---	8/28/2025	8/27/2030	\$0.00	\$0.00	639	\$0.00
NA	A-FLEX-WCE-E-E	EA Webex Customer Experience Essentials for Education	---	8/28/2025	8/27/2030	\$2,460.00	\$1,230.00	5	\$6,150.00
NA	A-FLEX-P-CC	On Prem to Webex Contact Center - Premises Ent	---	8/28/2025	8/27/2030	\$0.00	\$0.00	1	\$0.00
NA	A-FLEX-WCE-E-ENT	Webex Customer Experience Essentials Entitlement	---	8/28/2025	8/27/2030	\$0.00	\$0.00	6	\$0.00
NA	SVS-FLEX-SUPT-BAS	Basic Support for Flex Plan	Basic	8/28/2025	8/27/2030	\$0.00	\$0.00	555	\$0.00
NA	A-FLEX-NBR-STG	WEBEX CLOUD RECORDING STORAGE ENTITLEMEN	---	8/28/2025	8/27/2030	\$0.00	\$0.00	3000	\$0.00
NA	A-FLEX-NBR-500GB	Addon Storage - 500GB (1)	---	8/28/2025	8/27/2030	\$7,500.00	\$4,500.00	6	\$27,000.00
Subtotal:									\$444,666.55



Serial #	Part	Description	Support Level	Start Date	End Date	List Price	Unit Price	Qty	Ext. Price
Professional Services Subtotal:									\$28,525.00

Professional Services:

Webex Calling Implementation and Migration

Discovery & Planning: 10 Hours

- Finalize deployment methodology
- Review station configurations
- Review DID assignments
- Review analog configurations and locations of devices
- Review current e911 configuration
- Build Import Sheet for WebEx Calling
- Dial Plan Design
- Verify Active Directory Information
- Review any advanced call features (including but not limited to):
 - Auto Attendants
 - Hunt Groups
 - Call parks
- Gain access to customer environment and technology as needed to develop:
 - Test Plan
 - Migration Plan
 - User Data Gathering Sheet

Implementation: 115 Hours (105 if no local gateway) + (3 x Sites)

Setup Phase: Approximately 80 Hours

- Configure and Setup WebEx Calling instance for customer (15 hours)
 - Provide required network changes
 - Configure Dial Plan Settings in Control Hub
 - Configure User License Assignments
 - Claim Domains
 - Enable Directory Synchronization / Azure AD Integration
 - Enable SSO
 - Update Organization Settings according to best practice
- Configure Local Gateway (10 hours)
 - Register local gateway to WebEx
 - Configure internal call routing between WebEx and current phone system
 - Test and validate call routing
- Configure and Setup RedSky e911 (10 hours)
 - Create buildings and locations
 - Configure Network Discovery (Subnet / BSSID / LLDP)
 - Configure call alerts
 - Configure scheduled alerts

Pilot Phase: 15 Hours

- Identify test users
- Work with IT to complete number porting
- Migrate users from current phone system to WebEx Calling
- Test and validate calling functionality

Migrate Phase: 3 Hours per Location

- Work with IT to complete number porting per location
- Build WebEx location
- Assign DID/Extensions to users
- Assign devices to users
- Create workspace devices
- Migrate users from current phone system to WebEx Calling
- Day 1 / Post-Migration Support
- Knowledge Transfer & Documentation: 20 Hours
 - HyeTech will provide weekly engineering meetings during the project to facilitate knowledge transfer

**Optional Services:**

- Imagicle Digital Faxing: 10 hours
Assist with initial Imagicle tenant onboarding
Create relevant workspace devices in Control Hub
- Site Survivability: (1 x Sites) hours
Setup survivability gateways in Control Hub
Configure gateways via CLI to allow registration

Project Management:

- Provide project management throughout the duration of the project
- Kick-off meeting
- Status meetings

Assumptions & Requirements:

- All work to be performed remotely unless otherwise called out in the statement of work
- Customer to provide HyeTech with all relevant organizational policies (e.g., standardization, naming convention, IP addressing)
- Customer will participate and provide access to information, documentation, and technology necessary for project discovery
- Customer to provision access to necessary infrastructure
- Customer to provide access to any support or licensing contracts associated with the project
- Items not specified in this scope of work are explicitly excluded from this service offering

Payment Terms:

Note: This Cisco Webex Calling EA may be purchased with 5 yearly payments according to the schedule below:

- **Webex Calling EA Year 1 Payment Total: \$124,955.39**
- Webex Calling EA 2 Payment Total: \$96,430.39
- Webex Calling EA 3 Payment Total: \$96,430.39
- Webex Calling EA 4 Payment Total: \$96,430.39
- Webex Calling EA 5 Payment Total: \$96,430.39
- * Total 5 Year Security EA Cost: \$510,676.94

Quote Summary		Amount
	Renewable Products	\$444,666.55
	Subtotal:	\$444,666.55
	Estimated Tax:	\$37,485.39
	Professional Services Total:	\$28,525.00
	Total:	\$510,676.94



Invoicing & Payment Unless otherwise stated in an SOW, exhibit, or definitive agreement, HyeTech shall invoice Customer on a project basis. Customer shall pay HyeTech within thirty (30) calendar days from the date of invoice for any of the Services and expenses provided or incurred hereunder. HyeTech may charge Customer interest and late fees on any overdue and unpaid portion of the Fees in an amount equal to one and one half percent (1.5%) per month. All payments shall be made in U.S. dollars. In the event Customer disputes any Fees, Customer shall pay any undisputed portion of the invoice containing the disputed Fees. **Suspension** In the event of non-payment of any Fees or other fees payable within forty-five (45) days from the date of invoice, HT may, in addition to any other rights and remedies it may have, suspend Customer's access to the Products and Services.