

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 **May 19, 2026 immediately following the scheduled Public Hearings and Special Budget meeting which begin at 10:00 a.m.** The meeting will be held at the Northland Pioneer College, Painted Desert Campus, Tisoni Community Center Board Room located at 2251 Navajo Blvd. Holbrook, Arizona 86025. The meeting can also be joined remotely using [WebEx](#). A passcode is required under certain circumstances and it is May26DGB.

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).

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 18th day of May 2026, at 10:00am.

Julia Wilson
Recording Secretary to the Board

NOTICE DISTRIBUTION

1. WHITE MOUNTAIN INDEPENDENT NEWSPAPER
2. PAINTED DESERT TRIBUNE NEWSPAPER
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

Navajo County Community College District 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 May26DGB).

Date: May 19, 2026

Time: After Special Meetings beginning at 10:00 a.m. (MST)

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order and Pledge of Allegiance	Chair Robinson
2.	Adoption of the Agenda (Action)	Chair Robinson
3.	Emeritus Awards	EVPLSS Solomonson
	a. John Deaton presented by Dr. Mike Solomonson	
	b. Tamara Osborne presented by Josh Rogers	
	c. Dawn Johnson presented by Dr. Mike Solomonson	
	d. Mindy Neff presented by Michael Jacob	
4.	Call for Public Comment	Chair Robinson
	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.	
5.	Discussion Items:	
	A. Standing Presentations:	
	1. Financial Position	VPAS Ellison
	Vice President Ellison will provide a report on the financial position of the college for period July 1, 2025 to February 28, 2026.	
	2. NPC Student Government Association	Ms. Brimhall
	SGA Advisor Jennifer Brimhall will provide a verbal report to the Board.	
	3. NPC Faculty Association	No Report
	No report.	
	4. Classified & Administrative Staff Organization	Ms. Blevins
	CASO President Cynthia Blevins will provide a verbal report to the Board.	
	5. Northland Pioneer College (NPC) Friends and Family	Ms. Reeck
	Friends & Family Executive Director Jesse Reeck will provide a verbal report to the Board	
	6. Human Resources	VPHR Ulibarri
	Vice President of Human Resources Nicole Ulibarri will provide a report to the Board.	
	7. Construction Report	Mr. White
	Director of Facilities and Transportation Justin White will provide a verbal report to the Board.	
	8. Leadership Council	No Report
	No report.	
	9. Enterprise Resource Planning Implementation Update	Ms. Marsh
	ERP Project Manager Colleen Marsh will provide an update to the Board on Project EmpowerED.	
	10. External Relations	No Report
	No report.	
	11. ACCT Federal and State Update	Mr. Leslie
	Board Member Leslie will provide an update on State and Federal ACCT activities.	
6.	Instructional Support Update	Dr. Broyles
	Instructional Support Department Chair Dr. Michael Broyles will provide an update to the Board.	

7. **[Spring Semester 2026 45th Census Day Report](#)**..... EVPLSS Solomonson
Executive Vice President of Learning and Student Services Dr. Mike Solomonson will present the Spring Semester 2026 45th Day report to the Board.
8. **President's Report** President Lawson
President Von Lawson will provide a verbal report to the Board.
9. **Consent Agenda for Action** Chair Robinson
- A. [Board Special Meeting Minutes for April 10, 2026](#) (Julia Wilson)
- B. [Board Regular Meeting Minutes for April 21, 2026](#) (Julia Wilson)
- C. [New Board Policy 1049](#) (Chair Robinson)
- D. Board Executive Session Meeting Minutes (Julia Wilson)
1. September 3, 2025
 2. October 3, 2025
 3. October 21, 2025
 4. November 18, 2025
 5. December 9, 2025
 6. December 18, 2025
 7. January 20, 2026
 8. February 17, 2026
 9. March 17, 2026
 10. April 10, 2026
 11. April 21, 2026
10. **For Discussion and Possible Action:**
- A. **Old Business**
None.
- B. **New Business:**
1. **[Request to accept the Single Audit for FY ending June 2025](#)** Mr. Flake
Controller Scott Flake will request the Board accept the Single Audit for Fiscal Year ending June 30, 2025.
 2. **[Request to accept grant funds from AISES](#)**..... Dr. Raisor
Dean of Career and Technical Education Jeremy Raisor will request the Board accept grant funding from Advancing Indigenous Science and Engineer Society (AISES) to advance cyber security training.
 3. **[Request to approve Anthology student licensing increase](#)** AVP Jacob
AVP of Information Technology Michael Jacob will request the Board approve an increase of Anthology student licenses.
 4. **[Request to approve Sparklight Contract](#)**..... AVP Jacob
AVP of Information Technology Michael Jacob will request the Board approve a contract with Sparklight for network infrastructure services.
 5. **[Request to approve ERP Post Go-Live Managed Services](#)** AVP Jacob
AVP of Information Technology Michael Jacob will request the Board approve the purchase of Managed Services from Ellucian.
 6. **[Request to approve ERP back-end data access subscription](#)** AVP Jacob
AVP of Information Technology Michael Jacob will request the Board approve the purchase of ERP back-end data access subscription from Ellucian.
 7. **[Request to approve travel for Board Member Porter Black](#)**..... Ms. Wilson
Recording Secretary to the Board Julia Wilson will request the Board approve travel expenses for Board Member Porter Black to attend the 2026 ACCT New Trustee Governance Leadership Institute.

- 8. **Executive Session 1** Chair Robinson
Pursuant to Arizona Revised Statute 38-431.03(A)(1) the Board may vote to enter Executive Session for discussion or consideration regarding the employment, assignment, promotion, salary, demotion, dismissal, disciplining, or resignation of a public officer related to President Lawson.
- 9. **Executive Session 2** Chair Robinson
Pursuant to ARS 38-431.03(A)(1) the Board may vote to enter Executive Session for discussion or consideration regarding the employment, assignment, promotion, salary, demotion, dismissal, disciplining, or resignation of a public officer related to Chair Robinson.
- 10. **Action from Executive Sessions 1 & 2**..... Chair Robinson
The Board may take action related to Executive Sessions 1 & 2.
- 11. **DGB Agenda Items and Informational Needs for Future Meetings** Chair Robinson
- 12. **Board Report/Summary of Current Events**..... Board Members
- 13. **Announcement of Next Regular Meeting**..... **June 16, 2026** Chair Robinson
- 14. **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 5 and 6. 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). 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 February 28, 2026

Budget Period Expired 67%

Tax Supported Funds				
Current General Fund				
	Revised Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Primary Tax Levy	19,127,708	330,194	13,243,649	69%
State Aid:				
Maintenance and Operations	1,430,400	-	1,067,800	75%
Equalization	12,885,200	-	9,663,900	75%
Rural Aid	852,600	-	639,450	75%
Tuition and Fees	4,100,000	(1,286)	3,574,257	87%
Investment earnings	2,750,000	281,442	2,769,491	101%
Grants and Contracts	3,230,000	1	1,693,258	52%
Other Miscellaneous	350,000	22,259	83,657	24%
Fund Balance	10,426,729	-	-	0%
Transfers	(14,926,729)	(60,726)	(2,480,647)	17%
TOTAL REVENUES	\$ 40,225,908	\$ 571,884	\$ 30,254,815	75%
EXPENDITURES				
Salaries and Benefits	28,193,418	2,431,156	18,130,134	64%
Operating Expenditures	12,032,490	456,574	5,853,909	49%
TOTAL EXPENDITURES	\$ 40,225,908	\$ 2,887,730	\$ 23,984,043	60%
Unrestricted Plant				
	Revised Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
State Aid:				
Capital/STEM	295,700	-	221,625	75%
Fund Balance	10,426,729	47,339	2,896,220	28%
Transfers In	4,000,000	60,726	2,105,647	53%
TOTAL REVENUES	\$ 14,722,429	\$ 108,065	\$ 5,223,492	35%
EXPENDITURES				
Capital Expenditures - Construction and ERP	10,426,729	47,339	2,970,098	28%
Capital Expenditures - Other	4,295,700	60,726	2,179,519	51%
TOTAL EXPENDITURES	\$ 14,722,429	\$ 108,065	\$ 5,149,617	35%

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
Statement of Financial Position
July 1, 2025 to February 28, 2026

Budget Period Expired 67%

Restricted and Auxiliary Funds				
	Restricted			
	Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Grants and Contracts	7,140,000	297,997	4,038,486	57%
Fund Balance	-	-	-	
Transfers In	300,000	-	225,000	75%
TOTAL REVENUES	\$ 7,440,000	\$ 297,997	\$ 4,263,486	57%
EXPENDITURES				
Salaries and Benefits	1,350,495	163,303	1,127,780	84%
Operating Expenditures	6,089,505	198,499	3,255,726	53%
Kayenta Center Construction *	-	1,343	236,716	
TOTAL EXPENDITURES	\$ 7,440,000	\$ 363,145	\$ 4,620,222	62%

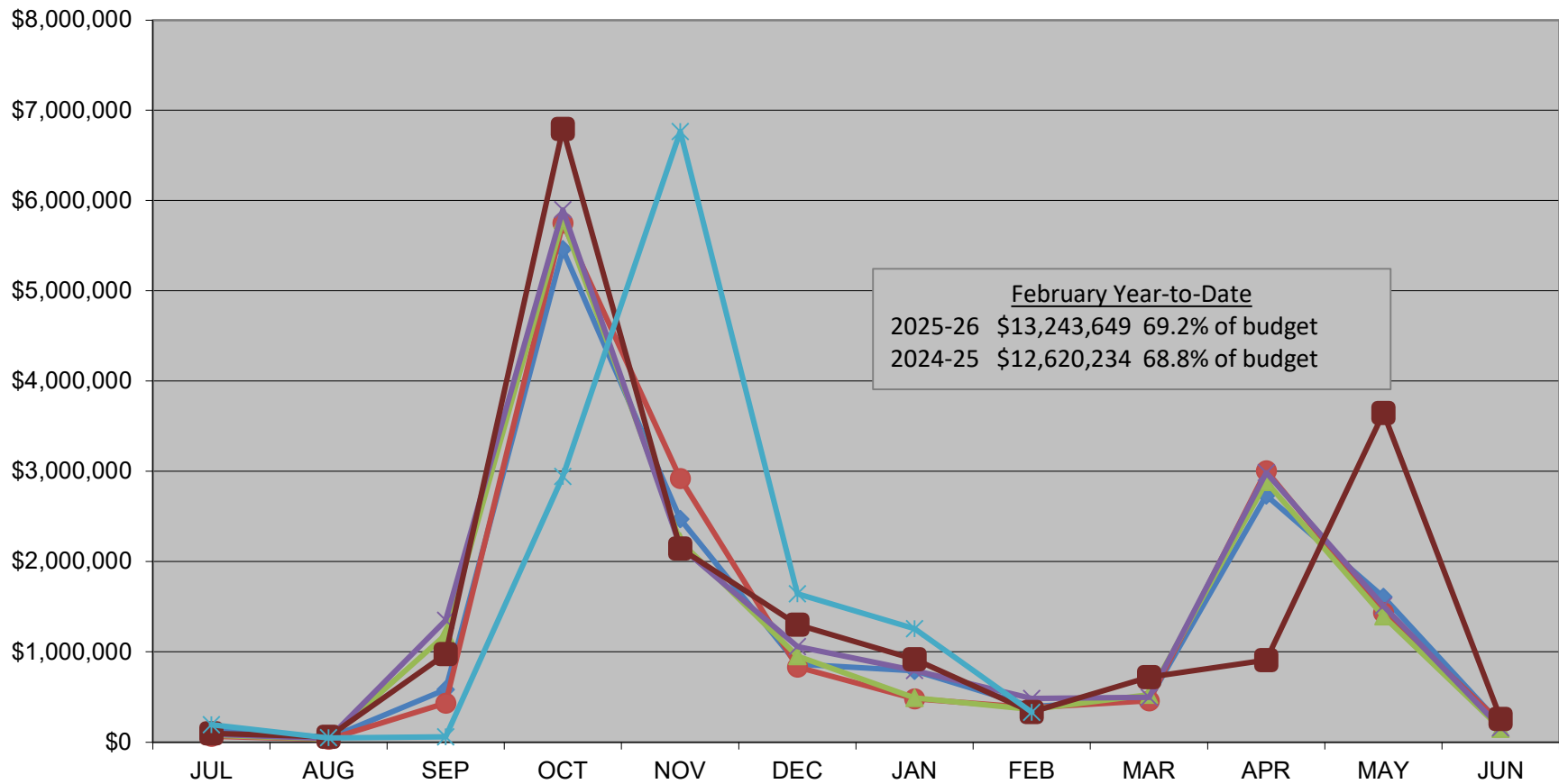
* Kayenta Center Construction - Funded by a grant received in advance of expenses in FY25. Spending will occur over several years (FY25, FY26, FY27)

	Auxiliary			
	Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Sales and Services	505,500	20,748	191,023	38%
Fund Balance	-	-	-	
Transfers	200,000	-	150,000	75%
TOTAL REVENUES	\$ 705,500	\$ 20,748	\$ 341,023	48%
EXPENDITURES				
Salaries and Benefits	388,271	26,512	232,326	60%
Operating Expenditures	317,229	8,212	129,206	41%
TOTAL EXPENDITURES	\$ 705,500	\$ 34,724	\$ 361,532	51%

Cash Flows	
Cash flows from all activities (YTD)	\$ 40,082,816
Cash used for all activities (YTD)	\$ 34,115,414
Net Cash for all activities (YTD)	\$5,967,402

Monthly Primary Property Tax Receipts

◆ 2020-21
 ● 2021-22
 ▲ 2022-23
 ✦ 2023-24
 ■ 2024-25
 ✧ 2025-26 FEBRUARY YTD



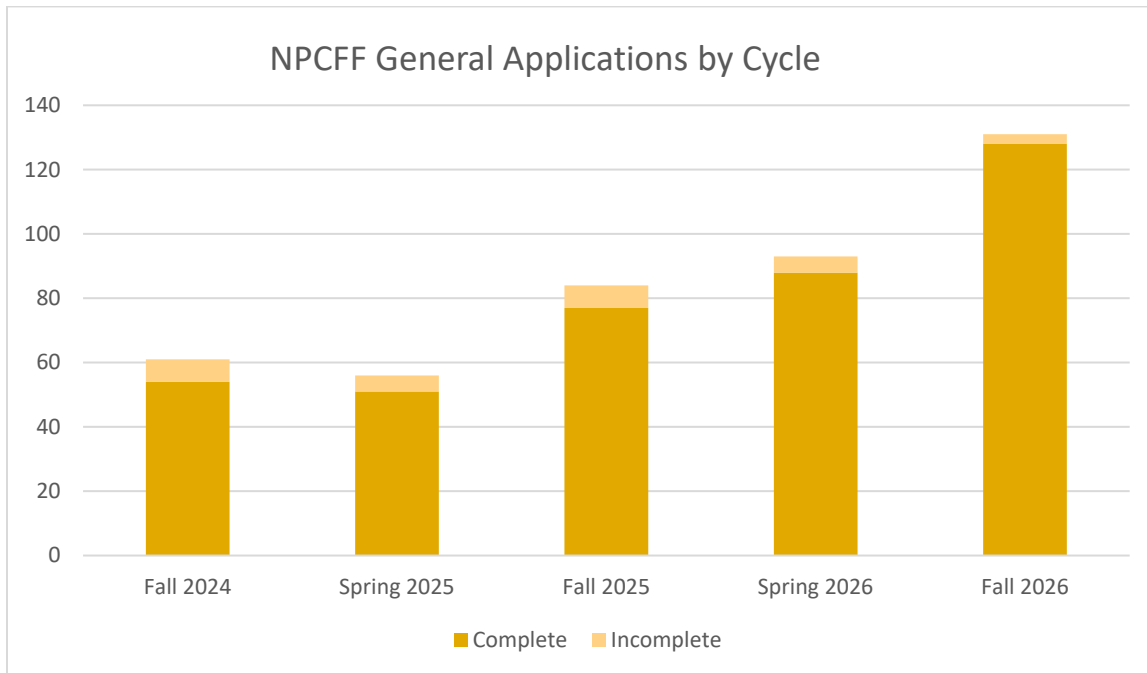
February Year-to-Date
 2025-26 \$13,243,649 69.2% of budget
 2024-25 \$12,620,234 68.8% of budget

**May 2026 NPCFF Board/NPC DGB Report
Fall 2026 NPCFF Scholarship Applications**

Application Window: March 1 – April 16, 2026

Applications Received: 131

Applications Complete & Eligible and Sent to Review: 128



Volunteer Reviewers: 55

Number of Awards Given: 97

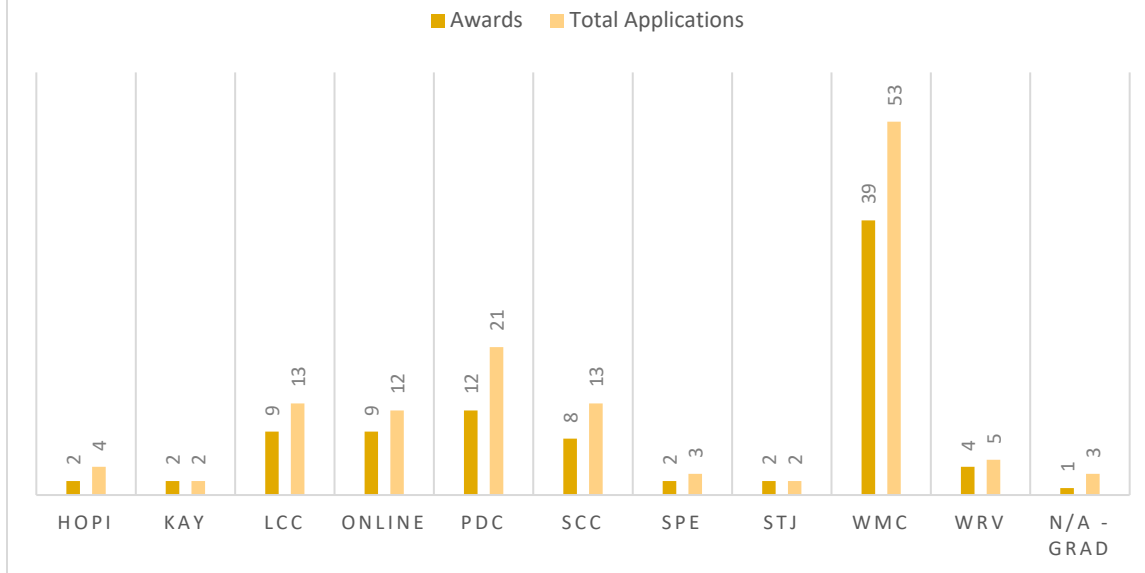
Individuals Newly Awarded (excluding carry-over awards or multiple awards): 89

Indigenous Applicants: 41/131 (31%)

Indigenous Awardees: 27/89 (30%)

Total \$ Amount Awarded: \$109,000.00

AWARDS BY NPC LOCATION ATTENDING



AWARDS BY STUDENT HOMETOWN

Hometown	Awards	Hometown	Awards
Concho	2	Joseph City	2
Dishchii'bikoh	2	Kayenta	4
Eager/Springerville/Quemado	6	Pinetop-Lakeside	7
Ft Apache/Whiteriver	8	Show Low	12
Hopi/First Mesa/Keams/Ganado	4	Snowflake-Taylor	16
Heber/Overgaard	4	St. Johns	4
Holbrook	11	Winslow	8
Indian Wells/St Michael/Lukachuki	3		

AWARDS BY PROGRAM

Program	Awards	Program	Awards	Program	Awards	Program	Awards
AA	1	AS	6	CIS	3	EMT	1
AA-ECE	3	AUTO	2	CON	2	Pre-NUR	4
AA-EE	1	BA-ECE	6	COS	1	SGT	6
AAS	1	BA-EE	3	MA	2	WLD	11
ABUS	5	BAM	6	Med Off	1		
AGS	2	BHS	3	NUR	21		

In addition to these scholarship awards for Fall 2026, the following awards will also be disbursed through NPCFF:

- \$10,000.00 – Twenty \$500.00 Kickstart Scholarships available to new students to NPC
- \$9,000.00 – Capstone awards for select individuals in the final semester of SGT or Elementary Education
- \$3,500.00 – Restricted scholarships yet to be awarded
- \$20,000.00 – AndyVon Transportation Grant available to NPC students from Federally-recognized Indian Tribes who travel greater than 30 miles each way to attend classes to be awarded in September 2026
- \$4,500.00 – Unrestricted NPCFF Transportation Grant available to NPC students who travel greater than 30 miles each way to attend classes to be awarded in September 2026

TOTAL AMOUNTS OF NPCFF SCHOLARSHIP AWARDS FOR FALL 2026

Type of Award	Total Scholarship Dollars Awarded
Already Awarded	\$109,000.00
Yet to Be Awarded	\$22,500.00
Transportation Grants	\$24,500.00
TOTAL	\$166,000.00

Additionally:

- Approximately \$4,000 in Placement Testing Fees and GED Testing Fees & Travel Funds will be disbursed throughout the semester
- Approximately \$5,000 in Emergency Funds are available to support students in crisis
- Approximately \$10,000 in Mini-Grant funds are available for faculty & staff initiatives to support students



Northland Pioneer College

HUMAN RESOURCES
MONTHLY REPORT

May 2026

EMPLOYEE RELATIONS AND STAFFING

The next New Employee orientation is scheduled for **June 3, 2026 at 9:00 AM** at Painted Desert Campus in the Nizhoni Learning Center Room 142.

WELCOME AND RECOGNITION

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

❖ Lora Decker	Academic Advisor
❖ Elaine Young	Small Business Analyst
❖ Kelsey Cox	Center Manager – Springerville
❖ Rebecca Hunt	Chief of Staff
❖ Brynn Chlarson	Human Resource Staffing Specialist
❖ Brigid O’Brien	Institutional Research Analyst
❖ Gary Patterson	Faculty in Biology – Microbiology (Starts in Fall)
❖ Muriel Metcalf	Faculty in Biology – Ecology (Starts in Fall)

The following employees have left the institution since the last report:

❖ John “Paul” Hempsey	Registrar
❖ Dawn Johnson	Faculty in CCP – Whiteriver Center
❖ Craig Channell	Campus Manager – Silver Creek Campus
❖ Telena Begay	Payroll Assistant
❖ Jeffrey Strong	Faculty in Mathematics

RECRUITMENT

Job Title	Location	# Qualified Applicants	Date Opened	Closing Date	Status
Curriculum Coordinator	WMC	19	12/16/25	Open Until Filled	Closed Contract in Progress
Maintenance I	PDC	18	2/11/2026	Open Until Filled	Closed Contract in Progress
College-Wide Lead Custodian	WMC	7	2/19/2026	3/31/2026	Closed Committee Reviewing Applicants
Faculty in CCP - 9 Month	WRV	4	3/26/2026	Open Until Filled	Open Committee Interviewing Applicants
Faculty in CCP - Special Sites Coordinator and Success Coach	PDC/LCC	10	3/26/2026	Open Until Filled	Open Committee Interviewing Applicants
Campus Manager	SCC	9	4/14/2026	5/15/2026	Open Committee Reviewing Applicants
Support Center Operator	PDC	11	4/14/2026	4/28/2026	Closed Committee Interviewing Applicants
Registrar	PDC	1	5/4/2026	Open Until Filled	Open Committee Interviewing Applicants

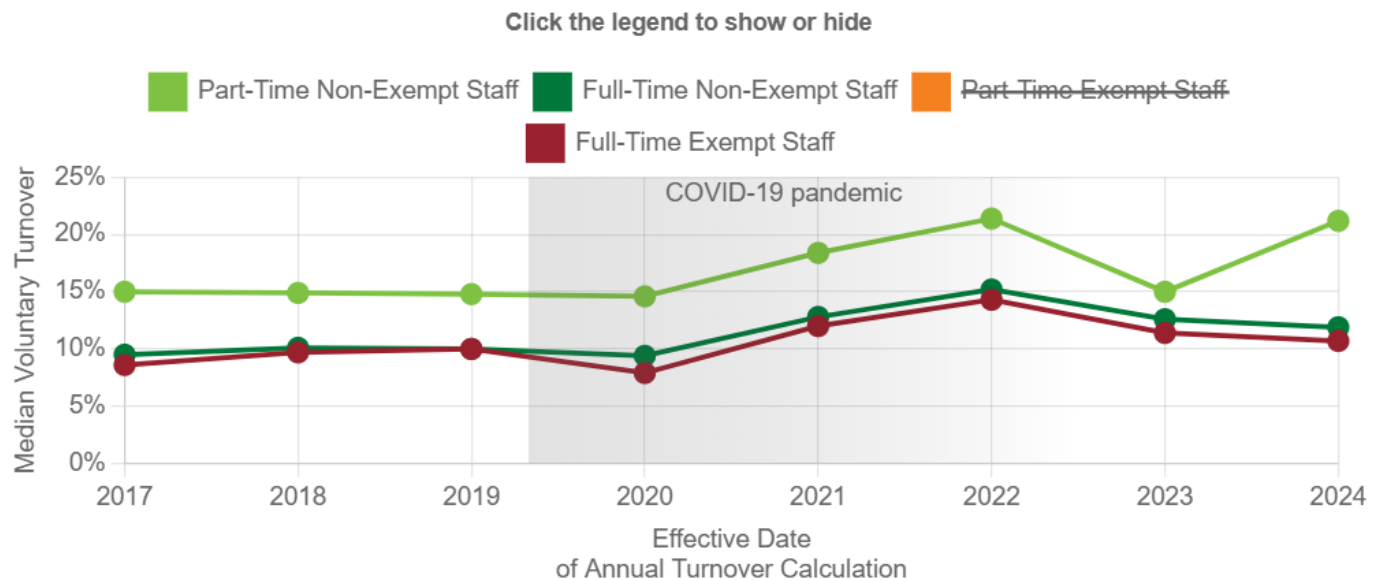
EMPLOYEE CENSUS DATA

Turnover Rate for FY25/26		Employee Count	Separated	Turnover Rate
Total Employees as of	7/1/2025	367	20	5.45%
Total Faculty Turnover	FY25/26 to date		2	0.55%
Total Staff Turnover	FY25/26 to date		18	4.9%
Turnover Rate for the Last 12 Months		Employee Count	Separated	Turnover Rate
Totals for May 2025 – May 2026		373	28	7.5%
Total Faculty Turnover			6	1.6%
May-2025-May 2026				
Total Staff Turnover			22	5.9%
May 2025- May 2026				

*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

2025 Employee Retention Survey

Trends in Voluntary Turnover for Staff



Note. Labels in the x-axis reflect the year of the effective date of data collected. For example, "2024" reflects turnover rates from November 1, 2023, to November 1, 2024. The gradient delineating the period of the COVID-19 pandemic derives from the starting and ending points determined by the [World Health Organization](https://www.who.int/emergencies/diseases/novel-coronavirus-2019).

Training and Development

The Human Resources Training and Professional Development Specialist will hold weekly office hours on the new NEOED system every Friday, starting May 8th and continuing through August, to assist staff during the implementation period. These sessions are designed to support user understanding and proficiency in the NEOED platform, beginning with Insight/Online Hiring Center (OHC) and extending through Onboard, Learn, eForms, and Perform. The new NEOED system is designed to modernize and streamline the College's HR processes by consolidating recruitment, onboarding, training, electronic forms, and performance management into a single, integrated platform, improving efficiency, transparency, and user experience for employees and supervisors.

Dates: Every Friday, starting May 8th until August

Format: WebEx (<https://npc.webex.com/meet/chelsea.wood>)

Length: 1 hour (1 PM-2 PM)

Expected outcomes:

- A reduced time-to-hire for staff and faculty positions
- Fewer manual errors in onboarding and HR transactions
- Improved completion and timeliness of performance evaluations
- Greater access to job-related learning resources for employees and supervisors

All of which are expected to strengthen employee engagement and help reduce turnover over time.

TOTAL REWARDS

BENEFITS AND COMPENSATION

EMPLOYEE WELLNESS PROGRAM

May Focus: Boosting Mood + Mindset

Reset with a Lineup of Awesome Wellness Opportunities

This month's wellness focuses on Metabolic Mastery – Wake up your Metabolic Energy is presented through Zoom/Live event on May 14, 2026.

- **WMC** – Reflexology – May 14, 2026
- **BURNOUT TO RESILIENCE** – free live web event (Date: TBD)

Compensation & Benefits

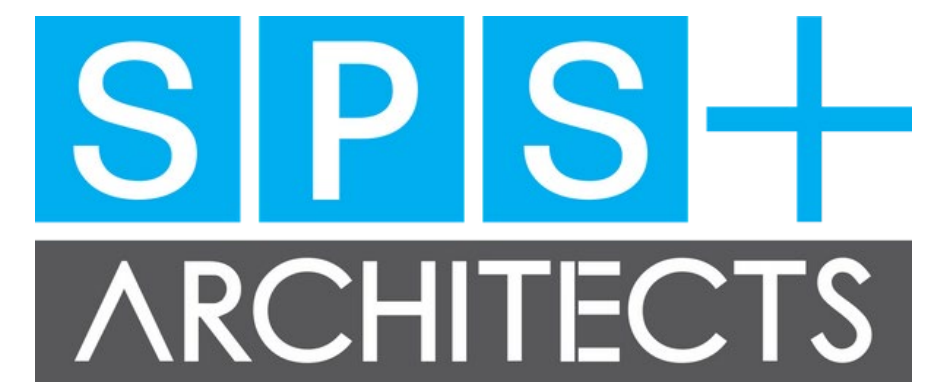
HR is in the process of working on FY2026-2027 contracts.



SPS+ Presentation

NPC COSMETOLOGY

MAY 12, 2026

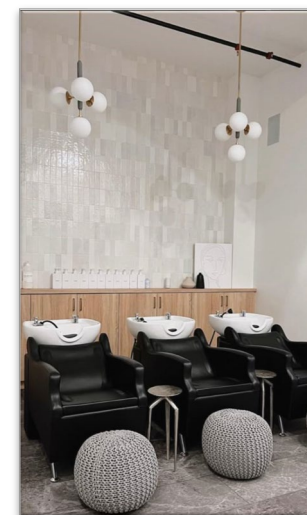
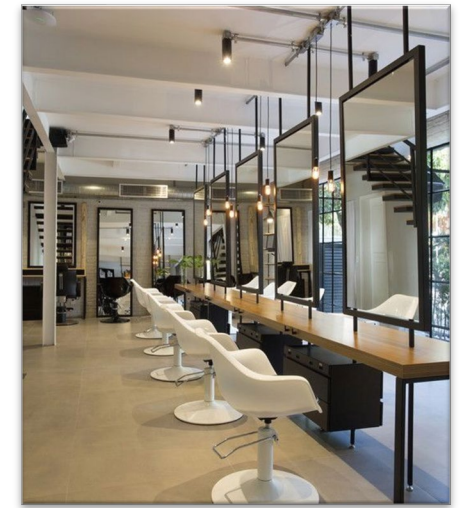


Basic **CONTENT**

1. Inspiration Image
2. Material Palette
3. Finish Plan
4. Wall Finish Plan
5. 3D Render



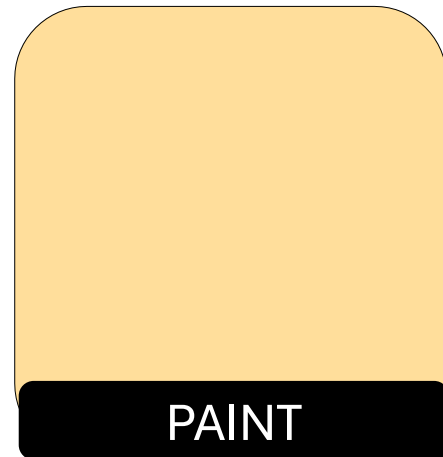
CONCEPT INSPIRATION: LOBBY, MANI/PEDI, & SALON



CONCEPT INSPIRATION: CLASSROOM, OFFICE, & FACIAL



MATERIAL PALETTE: A



PAIN**T**



CONCRE**T**E



CARP**E**T



SOLID SUR**F**ACE



PLASTIC LAMIN**A**T



QUART**Z**



PAIN**T**



WALL TIL**E**



L**V**T



WALL COVERING



WALL COVERING



EPOXY



PAIN**T**



METAL PAI**N**T



WALL TIL**E**



FLOOR TIL**E**



WALL TIL**E**



WALL BAS**E**

MATERIAL PALETTE: B



PAIN**T**



CONCRETE



CARPET



QUARTZ



SOLID SURFACE



PLASTIC LAMINATE



PAIN**T**



WALL TILE



LVT



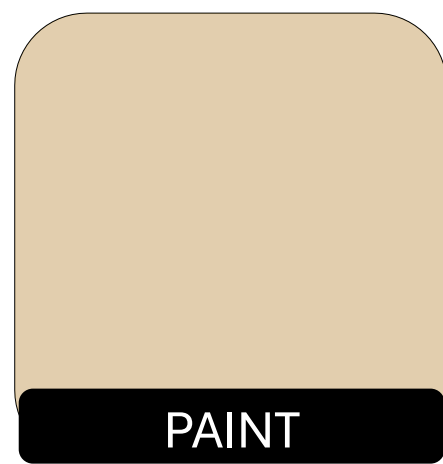
WALL COVERING



WALL COVERING



EPOXY



PAIN**T**



METAL PAINT



WALL TILE



FLOOR TILE

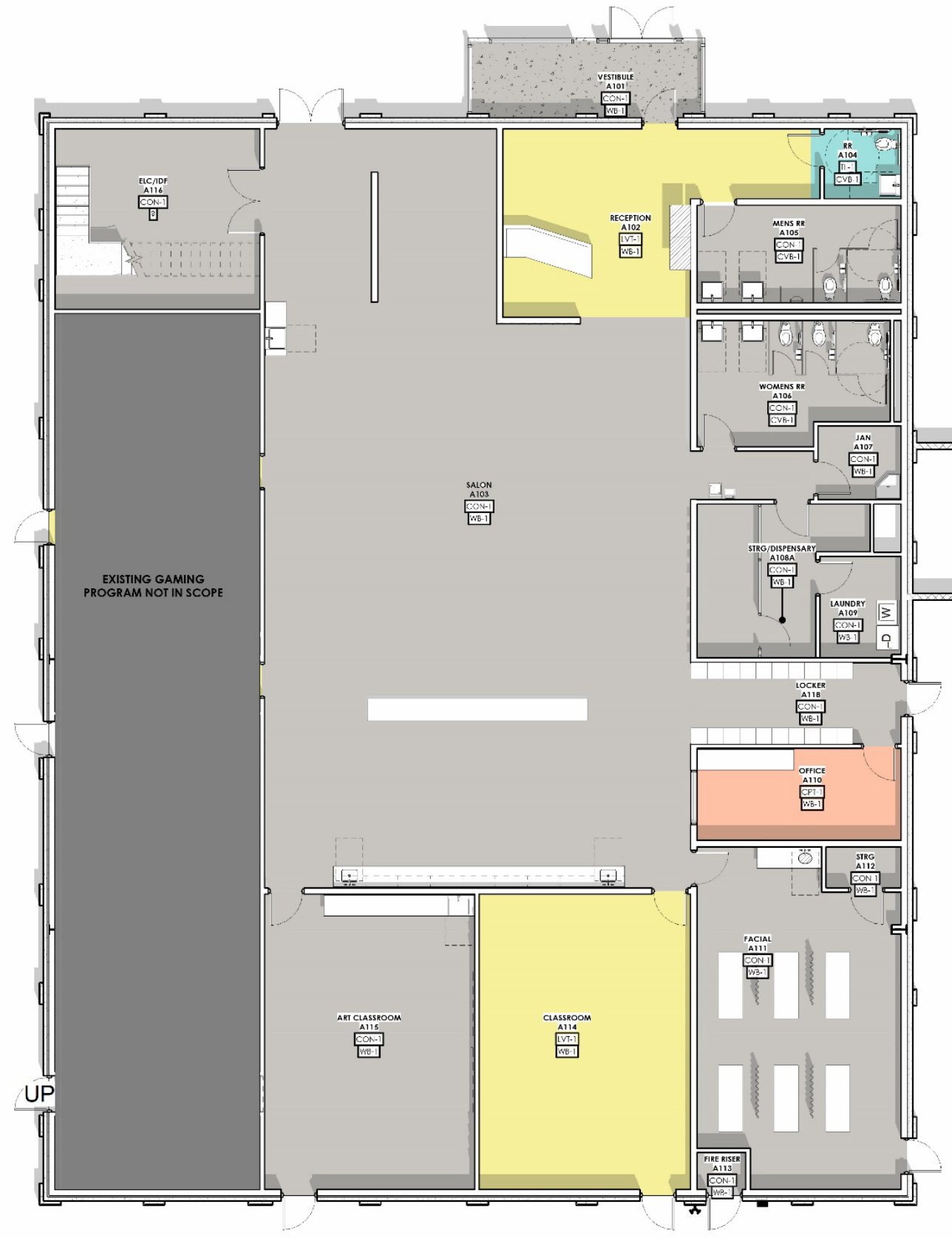


WALL TILE



WALL BASE

FLOOR FINISH PLAN



DEPARTMENT LEGEND

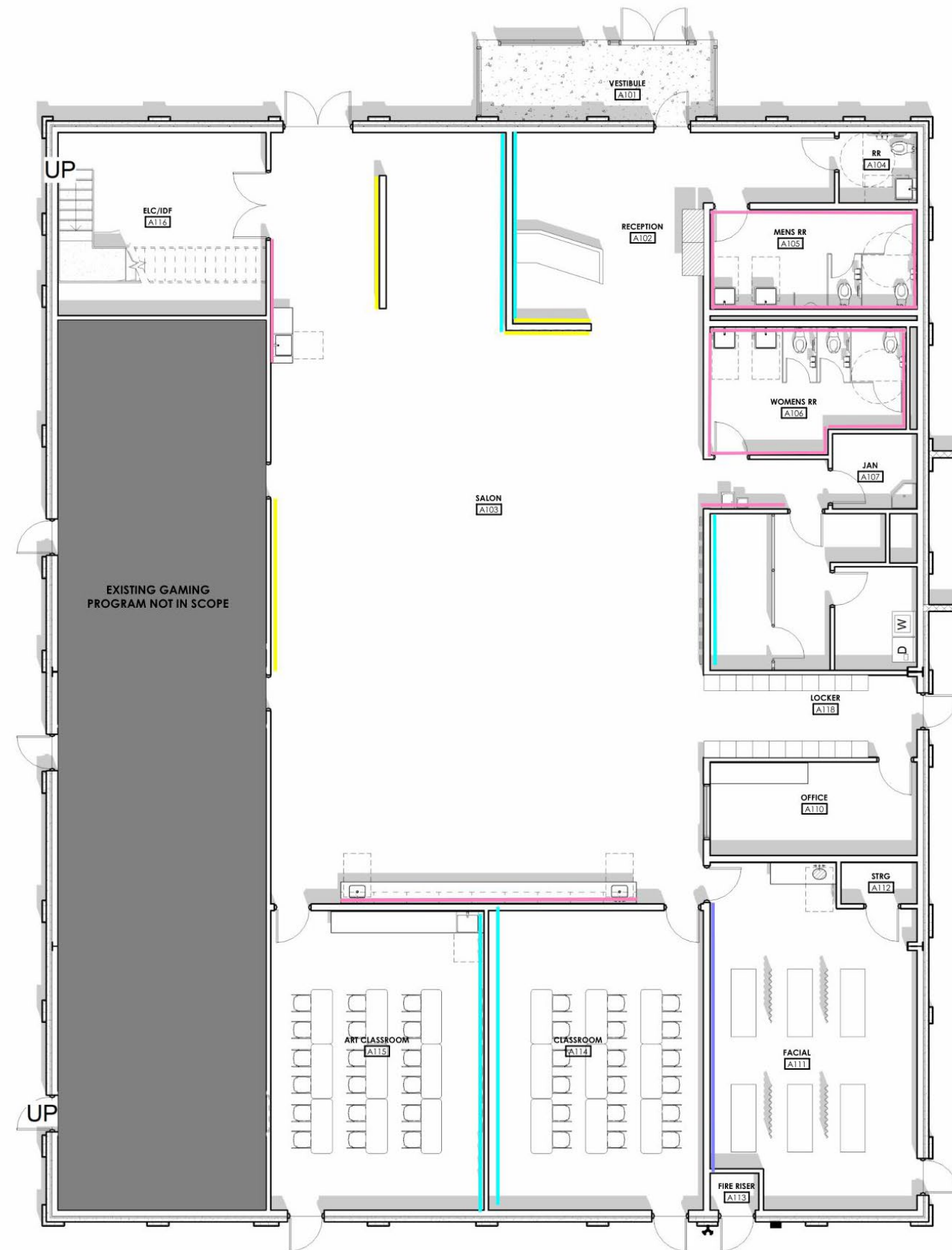
- CON-1
- CPT-1
- LVT-1
- TL-1

UP



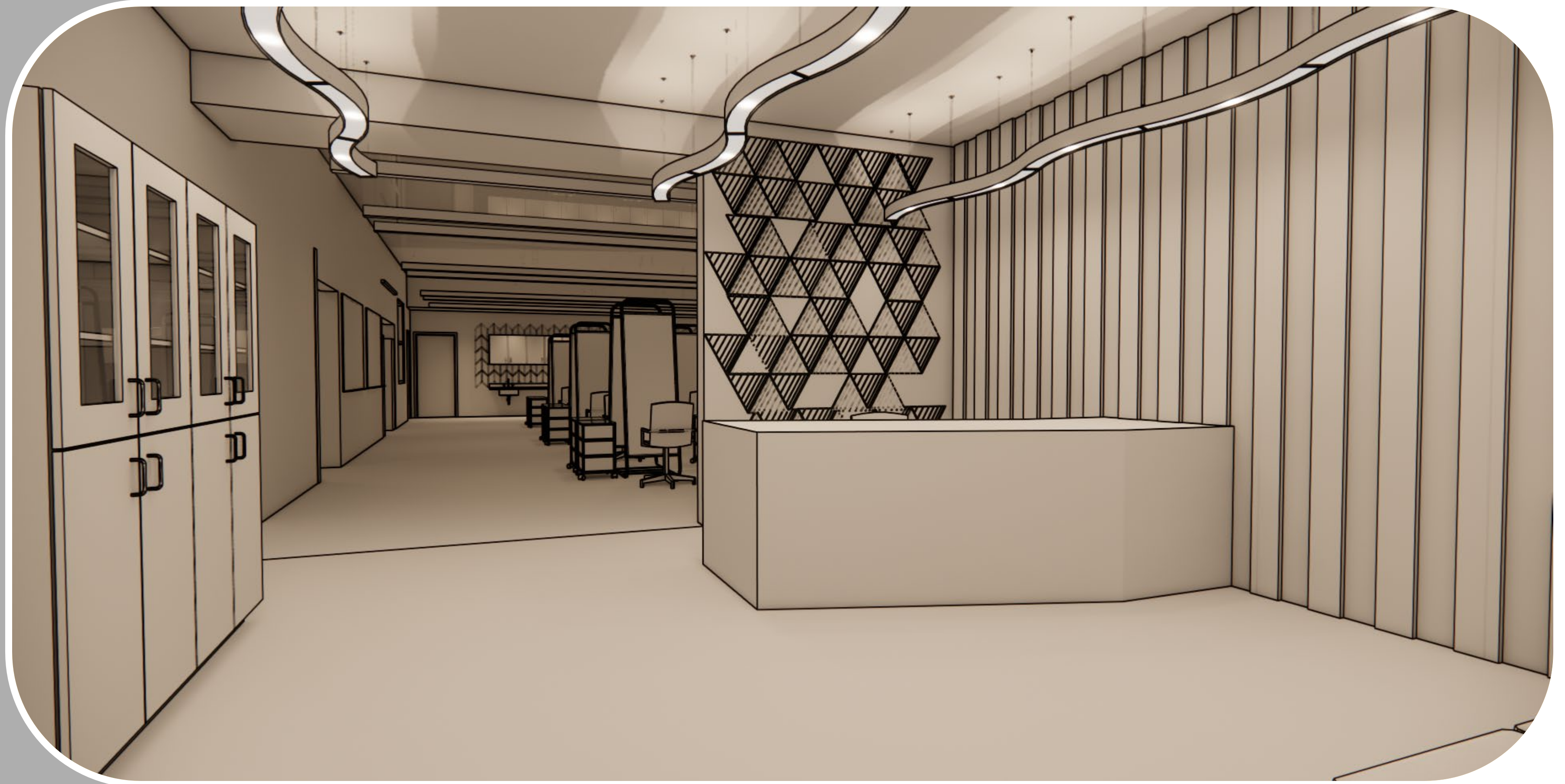
NORTH

WALL FINISH PLAN



- WALL TILE
- WALL GRAPHIC
- ACCENT PAINT
- WALL COVERING

3D RENDER : LOBBY



3D RENDER : SALON



3D RENDER : NAILS, MANI/PEDI



3D RENDER : CLASSROOM



THANK YOU!



www.spsplusarchitects.com



SPS+ Presentation

NPC BLUNK

MAY 12, 2026



Basic **CONTENT**

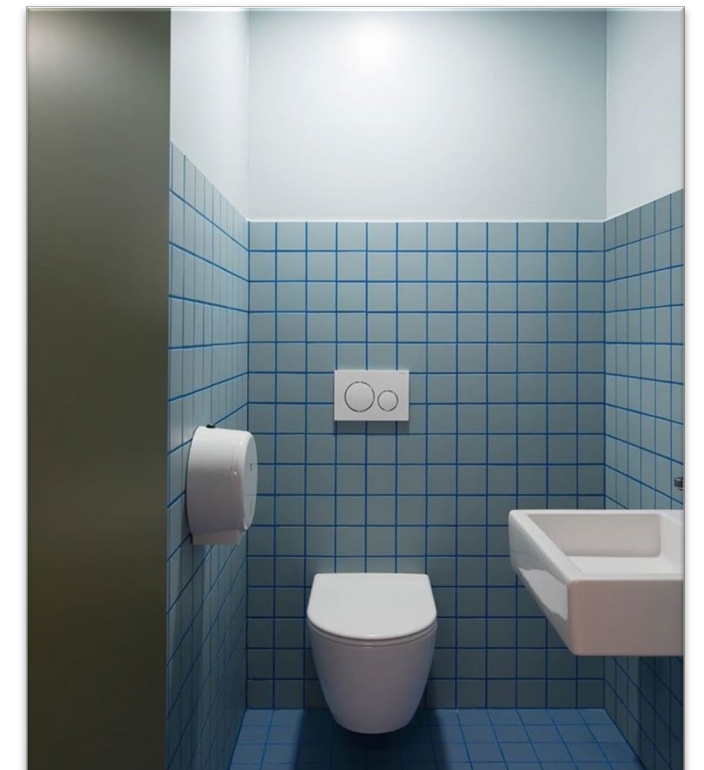
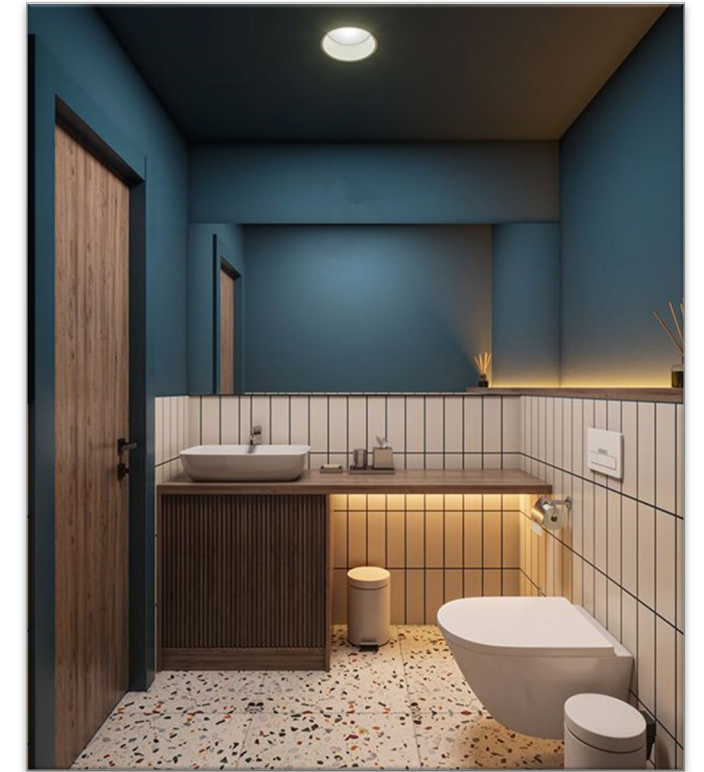
1. Existing Images
2. Inspiration Images
3. Material Palette
4. Finish Plan
5. Wall Finish Plan
6. 3D Render



EXISTING IMAGES



CONCEPT INSPIRATION: LOBBY, OPEN OFFICE, & RR



CONCEPT INSPIRATION: CLASSROOM & OFFICE



MATERIAL PALETTE: A



PAIN**T**



CONCRETE



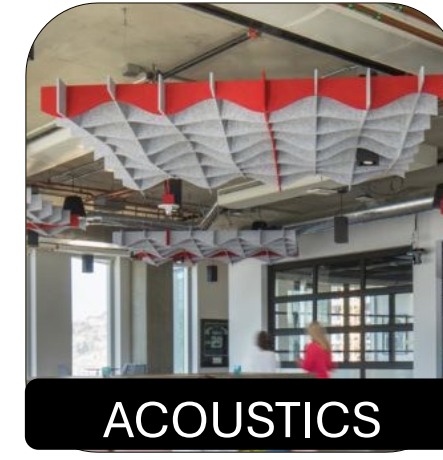
CARPET



LVT



WALK OFF



ACOUSTICS



PAIN**T**



WALL TILE



WALL TILE



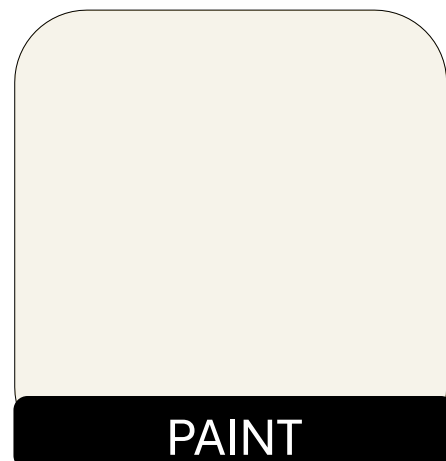
PLASTIC LAMINATE



SOLID SURFACE



ACOUSTICS



PAIN**T**



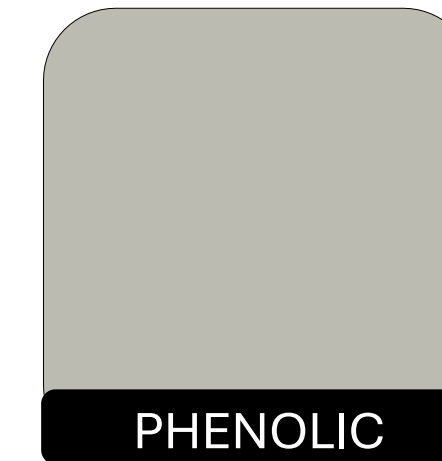
FLOOR TILE



WALL COVERING



WALL COVERING



PHENOLIC



WALL BASE

MATERIAL PALETTE: B



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CONCRETE



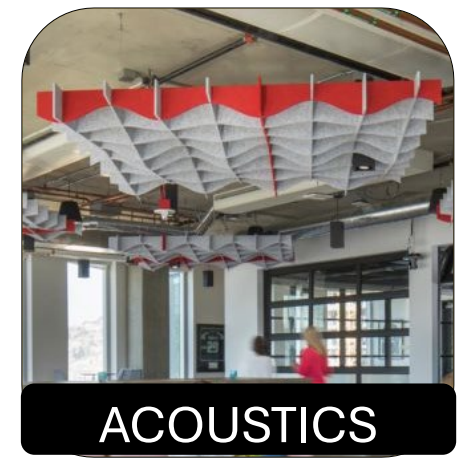
CARPET



LVT



WALK OFF



ACOUSTICS



PAIN**T**



WALL TILE



WALL TILE



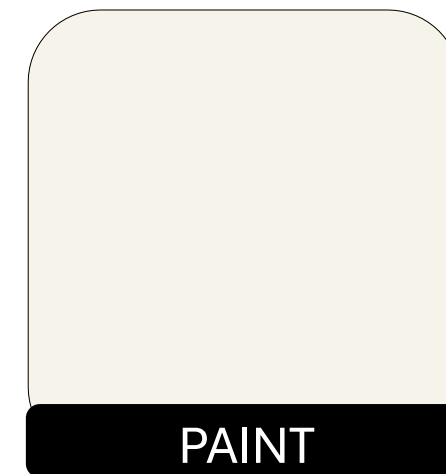
PLASTIC LAMINATE



SOLID SURFACE



ACOUSTICS



PAIN**T**



FLOOR TILE



WALL GRAPHIC



WALL COVERING

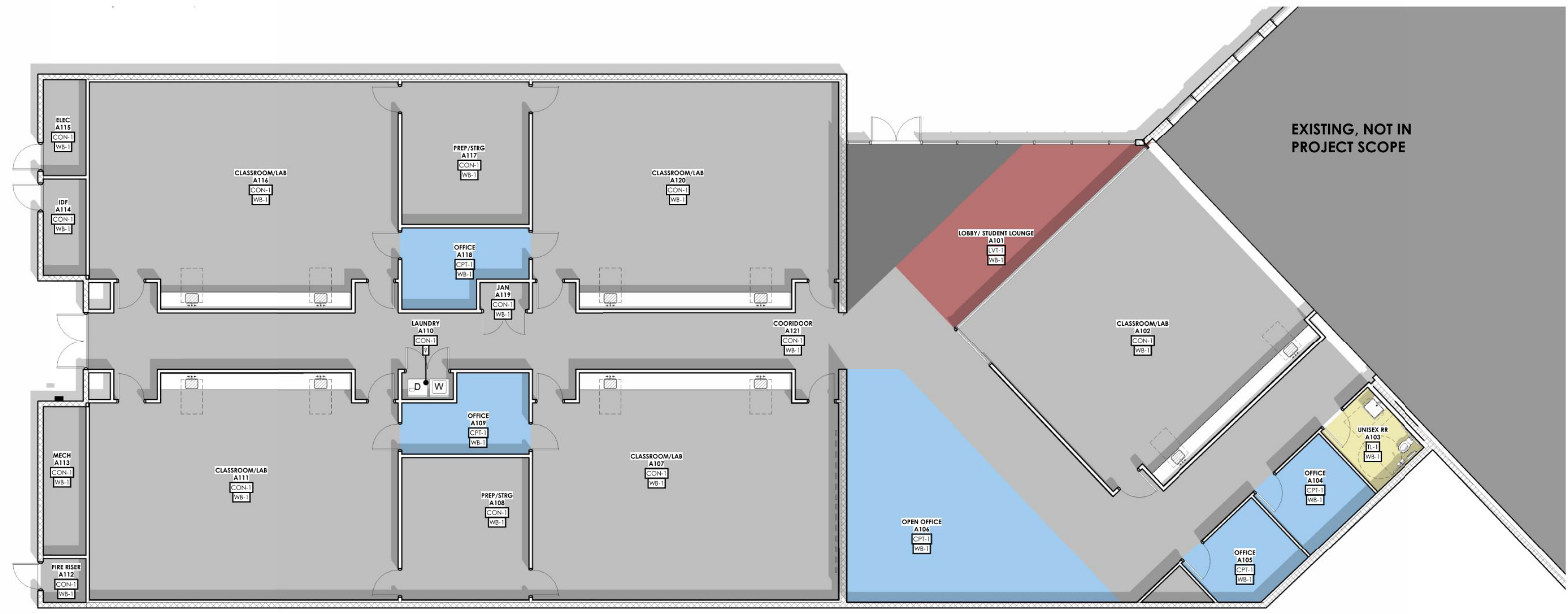


PHENOLIC



WALL BASE

FLOOR FINISH PLAN

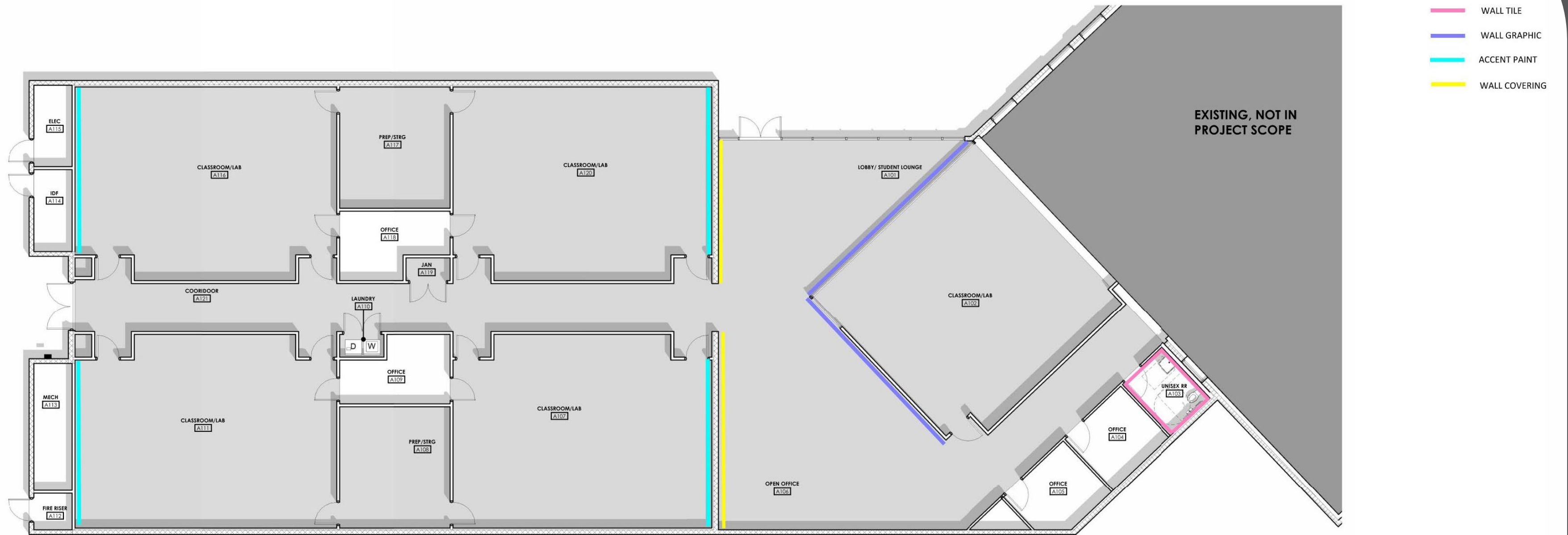


DEPARTMENT LEGEND

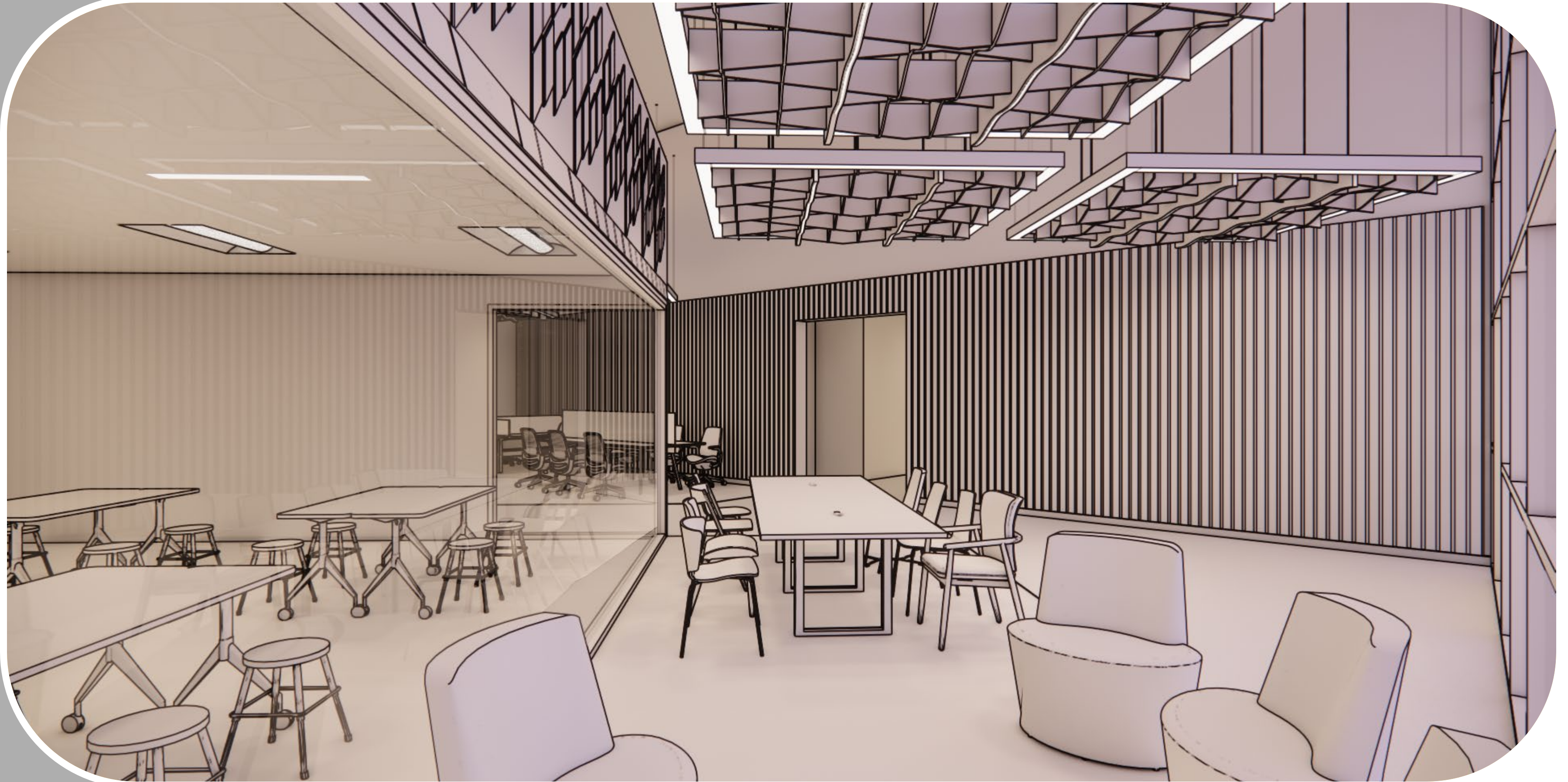
- CON-1
- CPT-1
- CPT-2
- LVT-1
- TL-1



WALL FINISH PLAN



RENDERS: LOBBY



RENDERS: OPEN OFFICE



RENDERS: CLASSROOM



THANK YOU!



www.spsplusarchitects.com

Project EmpowerED status



Fall 2023	Spring 2024	Fall 2024	Spring 2025	Fall 2025	Spring 2026	Fall 2026
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PROGRESS

LIVE: 12/2024	Occupation Insight
LIVE: 2/2026	Finance
LIVE: 2/2026	Human Capital Mgmt
In Progress <i>Delayed</i>	FHP Integrations <ul style="list-style-type: none"> HR<>ADP FIN<>ADP NeoEd<>HR FHP<>RAVE FHP<>SIS (FWM & SIS Accounts)
LIVE: 3/2026	Student Information System
LIVE: 3/2026	Student/Faculty Portal
LIVE: 4/2026	REACH Apply Succeed
In Progress <i>Partially Complete</i>	SIS Integrations <ul style="list-style-type: none"> SIS<>REACH SIS<>Blackboard SIS<>NSC SIS<>Maxient SIS<>eCampus SIS<>Accuplacer SIS<>RAVE

PRIORITIES

- **Top:**
 - Data & Reporting
 - Staff & Faculty Training
 - Issue Resolution, Account Provisioning
 - Processing Registration & Graduation
- **Next:**
 - Budget Planning
 - Analytics development
 - Faculty Workload Mgmt UAT & go-live
 - Workflow & Forms Development
 - Engage (student clubs, events)
 - Milestone (badging)
 - Modern Campus integration (CCL<>SIS)
 - Data Archive Package
 - Advanced IPEDS Reporting

RISK: Resources (Staffing, Staff Time)



Northland Pioneer College

Instructional Support (IS) Update

DGB 05/19/26

Michael A.L. Broyles, PhD
Department for Instructional Support

Awards!!!!

- **OER Architect Award:** Professor Andi De Bellis (Instructional Designer)
 - Issuer: OERizona
 - OER = Open Educational Resources

- **Innovation of the Year:** Drs. Kathleen Berlyn and Dylan Stiegemeier
 - Issuer: The League for Innovation in the Community College
 - Project: Environmental Policy Meets Biology Learning Community



AZTransfer Summit

- 14 attendees (3 administrators, 4 faculty, 7 staff)
- 2 presenters (Drs. Michael Broyles and Dylan Stiegemeier)
- Robust engagement with our colleagues with and around the great State of Arizona



Best Practices: Engaging Peer-Reviewed Literature



What Is Peer-Review?

Peer review has been defined as a process of subjecting an author's scholarly work, research or ideas to the scrutiny of others who are experts in the same field. It functions to encourage authors to meet the accepted high standards of their discipline and to control the dissemination of research data to ensure that unwarranted claims, unacceptable interpretations or personal views are not published without prior expert review.

“Peer Review in Scientific Publications: Benefits, Critiques, and a Survival Guide”

Jacalyn Kelly, Tara Sadeghieh, and Khosraw Adeli

The Journal of the International Federation of Clinical Chemistry and Laboratory Medicine



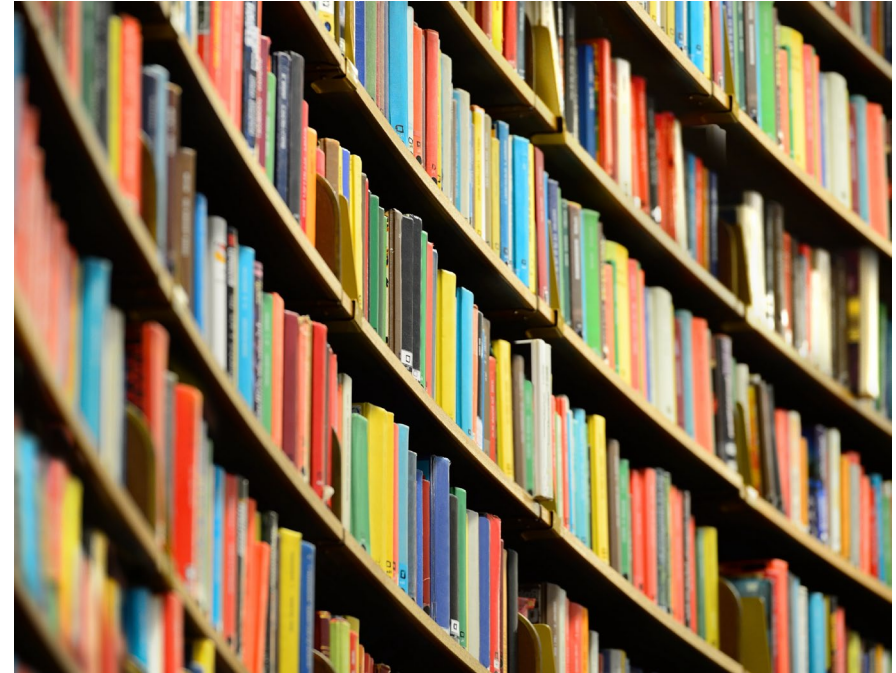
On the Peer Review Process

- A time-tested, effective process of knowledge-attainment for research and academic settings.
- Strives for excellence despite imperfections.



Where Is Peer-Reviewed Literature Found?

- Research Databases
 - Academic OneFile (in NPC's library)
 - EBSCOhost (in NPC's library)
 - Google Scholar
- Library Collection and Databases
- Academic Presses
 - Oxford University Press, University of Arizona Press, Routledge, Wiley, etc.



What Peer-Reviewed Literature Can Do for Us

- As a data-driven institution, peer-reviewed literature is critical to instructional support, student support, and decision-making.
- We have the best scholarship in the world, past and present, at our fingertips!



Image created using Gemini



Examples of Peer-Reviewed Literature

- *Assessing Student Learning: A Common Sense Guide*. Linda Suskie.
- *Beyond the Asterisk: Understanding Native Students in Higher Education*. Ed. Heather J. Shotton, Shelly C. Lowe, and Stephanie J. Waterman
- “Toward a Multidimensional Conceptual Framework for Understanding ‘Servingness’ in Hispanic-Serving Institutions: A Synthesis of Research.” Gina A. Garcia, Anne-Marie Núñez, and Vanessa A. Sansone. *Review of Educational Research*.



How Instructional Support (IS) Can Serve You

- Finding, engaging, summarizing, and interpreting peer-reviewed literature regarding topics you find relevant and/or interesting.
 - We collaborate with our wonderful librarians!
- Just reach out!
 - instructionalsupport@npc.edu or michael.broyles@npc.edu
 - My #: 928.532.6714
- Let's explore together!



Questions?



Instructional
Support

Works Cited

Garcia, Gina A., Anne-Marie Núñez, and Vanessa A. Sansone. "Toward a Multidimensional Conceptual Framework for Understanding 'Servingness' in Hispanic-Serving Institutions: A Synthesis of Research." *Review of Educational Research* 89:5 (2019).

Kelly, Jacalyn, Tara Sadeghieh, and Khosraw Adeli. "Peer Review in Scientific Publications: Benefits, Critiques, and a Survival Guide." *The Journal of the International Federation of Clinical Chemistry and Laboratory Medicine*. 25:3 (2014)
<https://pmc.ncbi.nlm.nih.gov/articles/PMC4975196/>

Shotton, Heather J., Shelly C. Lowe, and Stephanie J. Waterman (Ed.). *Beyond the Asterisk: Understanding Native Students in Higher Education* (Routledge: New York, 2013).

Suskie, Linda. *Assessing Student Learning: A Common Sense Guide* (John Wiley & Sons: San Francisco, 2018).



Comparison with Prior Year

	SP 2025	SP 2026	Percent Change from prior Spring
45th Date in Semester	2/26/2025	2/25/2026	
Full Time Student Equivalency (FTSE)	1464.74	1438.70	-1.8%
Unduplicated Headcount	2992	2941	-1.7%

	Total FTSE		Early College FTSE		Regular FTSE	
	SP 2025	SP 2026	SP 2025	SP 2026	SP 2025	SP 2026
Little Colorado Campus	69.4	101.73	32.07	44.733	37.33	57.00
Painted Desert Campus	107.87	134.47	75.86	95.20	32	39.27
Silver Creek Campus	165	146.27	90.93	81.33	74.07	64.93
White Mountain Campus	487.3	443.87	292.67	274.20	194.63	169.67
Subtotal	829.57	826.33	491.53	495.47	338.03	330.87
ALU (Learning Contracts)	1.2	0.80	0	0.00	1.2	0.80
Hopi	7.67	6.93	0.4	0.00	7.27	6.93
Internet	361.1	353.10	116.1	108.67	245	244.43
Kayenta	7.27	5.33	0	0.00	7.27	5.33
Practicum	0	4.47	0	0.00	0	4.47
Springerville	16.33	12.07	8.4	8.07	7.93	4.00
St. Johns	54.73	57.00	48.73	47.47	6	9.53
Whiteriver	51.33	50.93	30.67	30.07	20.67	20.87
Apache County Misc.	34.87	27.27	34.87	27.27	0	0.00
Najavo County Misc.	100.67	91.07	100.67	87.47	0	3.60
WayPoint	0	3.40	0	0.00	0	3.40
Subtotal	635.17	612.37	339.84	309.00	295.34	303.37
Total	1464.74	1438.70	831.37	804.47	633.37	634.23

Note: The sum of categories may be larger than the grand total due to rounding.

**NORTHLAND PIONEER COLLEGE
SPRING SEMESTER 2026
45th Census Day Detailed Report**

45th Date in Semester: 2/25/2026

TAB:

SUBJECT:

Campus-Center

FTSE/Headcount by Campus/Center

Race by Sex

Race by Gender

FT-PT by Sex

Full-Time/Part-Time by Gender

Age by Sex

Age by Gender

Out of State

Headcount/FTSE

By Dept

FTSE Count by Department/Course-Prefix

Internet by Location

Location of Students in Online Courses

19-May-26

**Dr. Michael Solomonson
Executive Vice President**

**SPRING SEMESTER 2026
FTSE/HEADCOUNT BY CAMPUS/CENTER**

CAMPUS/CENTER	HEADCOUNT	FTSE	PERCENT	FTSE				
				NAVIT	DUAL	TALON	ECW	Regular
ALU	4	0.80	0.06%					0.80
Apache Misc	85	27.27	1.90%		1.60	25.67		
Hopi	24	6.93	0.48%					6.93
Internet	1207	353.10	24.54%			37.67	71.00	244.43
Kayenta	21	5.33	0.37%					5.33
Little Colorado	244	101.73	7.07%	22.20	19.20		3.33	57.00
Navajo Misc	303	91.07	6.33%			87.47		3.60
Painted Desert	326	134.47	9.35%	33.00	59.40		2.80	39.27
Practicum	27	4.47	0.31%					4.47
Silver Creek	330	146.27	10.17%	32.67	44.07		4.60	64.93
Springerville-Eagar	50	12.07	0.84%		7.00		1.07	4.00
St Johns	85	57.00	3.96%	41.47			6.00	9.53
White Mountain	972	443.87	30.85%	141.80	110.20		22.20	169.67
Whiteriver	165	50.93	3.54%		29.27		0.80	20.87
WayPoint	16	3.40	0.24%					3.40
Totals	2941	1438.70		271.13	270.73	150.80	111.80	634.23

Average student load: 7.34 credit hours. (FT students take 12 or more credit hours.)

1. The data are from the SP26 45th Day data file generated by the Registrar on March 5, 2026. It represents a snapshot of the SP26 45th Day attendance data. The data have not been audited by the state auditor until the Summer 2026.
2. The Headcount Total is the unduplicated headcount. It does not equal to the sum of the campus/center-level headcount.
3. The Full Time Student Equivalency (FTSE) is calculated by dividing the credit hours by 15, rounded to 2 decimal places.
4. The sum of category-level data may not be the same as the totals due to rounding of decimals.

**SPRING SEMESTER 2026
RACE BY GENDER STATISTICS**

	FEMALE	MALE	TOTAL	Percent of Grand Total
White (Caucasian)	743	547	1290	43.86%
American Indian	594	269	863	29.34%
Black	12	5	17	0.58%
Hispanic	256	201	457	15.54%
Multiple	42	43	85	2.89%
Asian	18	18	36	1.22%
Pacific Islander	3	5	8	0.27%
Unknown	105	80	185	6.29%
Totals	1773	1168	2941	100.00%

*Total may be greater than the sum of female and male numbers because of unknown/undisclosed genders.

**SPRING SEMESTER 2026
FULL-TIME/PART-TIME BY GENDER**

	Female	Male	Total	Percent of Grand Total
Full-Time	366	324	690	23%
Part-Time	1407	844	2251	77%
Total	1773	1168	2941	100%

**SPRING SEMESTER 2026
AGE BY GENDER**

	<u>FEMALE</u>	<u>MALE</u>	<u>TOTAL</u>	<u>Percent of Grand Total</u>
19 & Under	1054	784	1838	62.50%
20-24	195	118	313	10.64%
25-29	113	68	181	6.15%
30-39	210	97	307	10.44%
40-49	119	58	177	6.02%
50-59	49	18	67	2.28%
60 & Over	33	25	58	1.97%
 Total	 1773	 1168	 2941	 100%

**SPRING SEMESTER 2026
Out-of-State Students/Internet Classes**

Headcount
11

FTSE
6.80

**SPRING SEMESTER 2026
FTSE COUNT BY DEPARTMENT/COURSE PREFIX**

DEPARTMENT/COURSE PREFIX	HEADCOUNT	FTSE	FTSE				
			NAVIT	Dual	TALON	ECW	Regular
Administration of Justice Studies	23	31.80	5.00			1.20	25.60
Anthropology	69	16.67			0.80	5.73	10.13
Art	125	26.80			4.80	1.60	20.40
Automotive Technology	82	58.87	41.60			3.47	13.80
Behavioral Health Science	42	16.80	4.00			0.40	12.40
Biology	154	43.73				2.13	41.60
Business	353	98.47	6.00	38.00		2.80	51.67
Chemistry	46	12.27				1.87	10.40
College & Career Prep	183	34.63					34.63
Computer Information Systems	64	21.00	3.00			1.40	16.60
Computer Software Applications	2	0.13					0.13
Construction Technology	151	56.00	3.80	30.20		2.00	20.00
Cosmetology	137	106.67	54.93	1.60		7.20	42.93
Early Childhood Development	277	63.40		44.27		0.20	18.93
Economics	104	20.80		9.20	3.60	4.80	3.20
Educator Preparation	24	5.60					5.60
Education	45	13.87				0.40	13.47
Energy and Industrial Technician	9	3.60					3.60
Emergency Medical Technology	46	27.13				1.07	26.07
English	572	114.40		47.00	29.00	8.00	30.40
Fire Science	31	18.87	9.00				9.87
Geography	11	2.20				0.60	1.60
Geology	26	6.93				1.60	5.33
Health & Physical Education	157	48.47	7.33	33.40		2.00	5.73
Health Sciences	170	65.67	33.20		1.00	7.73	23.73
History	178	36.00		7.20	15.20	4.00	9.60
Honors	6	0.40					0.40
Human Development	368	25.87			24.07	0.20	1.60
Humanities	27	5.40			2.20	2.20	1.00
Industrial Arts	2	0.40		0.40			
Industrial Technology Trades	15	8.73	3.20			0.87	4.67
Languages	66	17.60		17.60			
Mathematics	447	93.33		39.33	20.33	10.27	23.40
Medical Assistant	30	10.00	9.33				0.67
Music	38	5.73				2.00	3.73
Nurse Assistant Training	55	18.33	8.33			0.33	9.67
Nursing	56	35.53					35.53
Pharmacy Technician	3	1.60					1.60
Philosophy	43	9.20				4.40	4.80
Physics	2	0.53		0.53			
Political Science	114	23.20		2.00	10.20	6.80	4.20
Psychology	170	34.60			9.00	8.20	17.40
Sociology	76	15.40			4.40	2.80	8.20
Spanish	150	40.27			25.60	7.47	7.20
Speech, Theater & Film	50	9.80			0.60	0.67	8.53
Surgical Technology	13	6.27					6.27
Therapeutic Massage	6	2.80					2.80
Welding	174	122.93	82.40			5.40	35.13
Totals	2941	1438.70	271.13	270.73	150.80	111.80	634.23

1. The data are from the SP26 45th Day data file generated by the Registrar on March 5, 2026. It represents a snapshot of the SP26 45th Day attendance data. The data have not been audited by the state auditor until the Summer 2026.
2. The Headcount Total is the unduplicated headcount. It does not equal to the sum of the course-prefix headcount.
3. The Full Time Student Equivalency (FTSE) is calculated by dividing the credit hours by 15, rounded to 2 decimal places.
4. The sum of category-level data may not be the same as the totals due to rounding of decimals.

Spring Semester 2026 Internet Course Enrollment by Location

State	Headcount
AZ	905
NM	3
ON	1
Grand Total	909

County	Headcount
Apache	136
Cochise	1
Coconino	3
Gila	2
Maricopa	4
Navajo	758
Pinal	1
McKinley (NM)	3
Essex County (Canada)	1
Grand Total	909

City	Headcount	City	Headcount
APACHE JUNCTION	1	NAVAJO	2
BLUE GAP	3	NAZLINI	1
BOWIE	1	OVERGAARD	8
CHAMBERS	1	PAYSON	1
CHINLE	7	PEORIA	1
CIBECUE	12	PINEDALE	3
CLAY SPRINGS	3	PINETOP	19
CONCHO	13	PINON	7
CRYSTAL	1	POLACCA	2
DENNEHOTSO	1	ROCK POINT	1
DILKON	1	SAINT JOHNS	19
EAGAR	21	SAINT MICHAELS	4
FLAGSTAFF	3	SAINT MICHALES	1
FOREST LAKES	1	SAINT MICHEALS	1
FORT APACHE	12	SAN TAN VALLEY	1
FORT DEFIANCE	9	SANDERS	4
GANADO	17	SECOND MESA	4
GOODYEAR	1	SHONTO	10
HEBER	7	SHOW LOW	156
HOLBROOK	73	SNOWFLAKE	74
HOTEVILLA	3	SPRINGERVILLE	4
HOUCK	2	SUN VALLEY	1
INDIAN WELLS	8	TAYLOR	45
JOSEPH CITY	24	TEEC NOS POS	2
KAYENTA	44	TSAILE	2
KEAMS CANYON	9	TUCSON	1
KYKOTSMOVI	5	VERNON	12
LAKESIDE	43	WHITE MOUNTAIN LAKE	2
LUKACHUKAI	1	WHITERIVER	59
LUPTON	3	WINDOW ROCK	7
MCNARY	5	WINDSOR	1
MESA	1	WINSLOW	116
		WOODRUFF	2
		Grand Total	909

Bachelor Programs

Department	SP 2025 Credits	SP 2025 FTSE	SP 2026 Credits	SP 2026 FTSE
Business	12	0.8	153	10.2
Educator Preparation	105	7	208	13.87

Navajo County Community College District Governing Board Meeting Minutes

April 10, 2026 – 2:30 p.m.
Northern Arizona University
University Union Building - Oak Creek Room
S. Pine Knoll Dr. Flagstaff, Arizona 86011

Governing Board Members Present: Chair Everett Robinson, Mr. Porter Black, Ms. Rosie Sekayumtewa; Mr. Derrick Leslie; Ms. Kristine Laughter

Governing Board Members Absent:

Others Present: President Von Lawson; EVPLSS Michael Solomonson; VPAS Maderia Ellison; VPHR Nicole Ulibarri; AVP Michael Jacob; AVP Rich Chanick; AVP Farah Bughio; AVP Katie Matott; AC4 Executive Director Dr. David Borofsky; Tonya Thacker; Julia Wilson
Remote Attendees: None

Agenda Item 1: Adoption of the Agenda

Chair Robinson called for a motion to adopt the agenda. Mr. Leslie made a motion to adopt the agenda. Chair Robinson asked if there was a second to adopt the agenda. Mr. Black seconded the motion.

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

Agenda Item 2: For Discussion and Possible Action

2.A Old Business
None.

2.B. New Business

1. Executive Session 1

Pursuant to A.R.S. § 38.431.03(A)(1) the Board may vote to enter into Executive Session for discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body.

The board voted to enter Executive Session at 2:32 p.m. and returned to public session at 3:30 p.m.

2. Action from Executive Session 1

The board did not take any action from Executive Session 1.

Agenda Item 3: Announcement of Next Regular Meeting

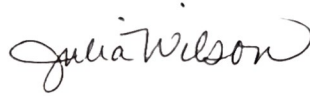
Chair Robinson announced the next regular meeting of the DGB would be held April 21, 2026 at the Hopi Center.



Agenda Item 4: Adjournment

The meeting was adjourned at 3:32 p.m. upon a motion by Mr. Leslie seconded by Ms. Laughter. The motion carried upon a roll-call vote with Chair Robinson, Mr. Black, Mr. Leslie, Ms. Laughter and Ms. Sekayumptewa voting in favor. There were no votes against.

Respectfully Submitted,



Julia Wilson
Recording Secretary to the Board

Draft



Navajo County Community College District Governing Board Meeting Minutes

April 21, 2026 – 10:00a.m.
Northland Pioneer College - Hopi Center
First Mesa (adjacent to Hopi Jr./Sr. High School)
Highway 264, Milepost 397 Keams Canyon, AZ 86034

Governing Board Member Present: Chair Everett Robinson; Ms. Rosie Sekayumtewa; Mr. Derrick Leslie

Governing Board Members Absent: Mr. Porter Black, Ms. Kristine Laughter

Others Present: President Von Lawson; EVPLSS Michael Solomonson; VPAS Maderia Ellison; VPHR Nicole Ulibarri; AVP Michael Jacob; AVP Rich Chanick; Dr. Michael Broyles; Andi De Bellis; Horatio Luna; Rennie Gonzales; Janalda Nash; Julia Wilson; NAVIT Superintendent Matt Weber; University of Arizona Tribal Engagement Liaison Bryan Tsabetsaye; University of Arizona Director of Learning Programs John Kramkowski

Remote Attendees: Alethia Broderick; Dr. Allison Landy; Andrew Farr; Ben Turner; Brynna Johnson; Candace Morehouse; Colleen Marsh; Cynthia Blevins; AVP Farah Bughio; Francis Skibicki; Gary Santillanes; Jeanette Hancock; Jennifer Brimhall; Dr. Jeremy Raisor; Jessica Kitchens; Jesse Reeck; Josh Rogers; Justin White; Karen Baker; Karen Zimmerman; AVP Katie Matott; Melody Niesen; Norvita Charleston; Pam Dominguez; Rebecca Hunt; Rebecca Sweet; Dr. Tabitha Stickel; Tonya Thacker; Tracy Meijas; United Way of Northern Arizona Executive Director Liz Archuleta

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 called for a motion to adopt the agenda. Mr. Leslie made a motion to adopt the agenda. Chair Robinson asked if there was a second to adopt the agenda. Ms. Sekayumtewa seconded the motion.

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

Agenda Item 3: Call for Public Comment

Hopi Center Manager Janalda Nash addressed the Board and welcomed them to the Hopi Center.

Agenda Item 4: Discussion Items

4.A Standing Presentations



4.A.1. Financial Position

Vice President Ellison reported that no financial report was presented due to ongoing challenges associated with the college's transition to the Anthology ERP system. Administration stated that generating reports remains difficult while staff continue learning the new platform. A catch-up report is expected next month.

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

No report.

4.A.3. NPC Faculty Association

Faculty Association Co-Chair Ms. Andi De Bellis invited board members to participate in commencement activities again this year. Events will begin at 8:30 a.m. in the Holbrook gymnasium and include recognition of retirees and faculty members earning advanced degrees before commencement activities begin. Refreshments and supplies would be available for participants.

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

No report.

4.A.5. Northland Pioneer College (NPC) Friends and Family

NPC Friends and Family Director Jesse Reeck reported results from April's Arizona Gives Day which raised approximately \$40,918 for student scholarships. She reported that NPC placed second in the mid-sized nonprofit category and that these donations will directly support student scholarships. Ms. Reeck reported that 127 completed scholarship applications were received for the upcoming fall semester. By comparison: 55 applications were received during the same period last year. 88 applications were received during the previous fall cycle. Ms. Reeck stated this increase reflects both student need and improved accessibility in the new scholarship system. Ms. Reeck also reported on new programs approved by the NPCFF Board including the Kick Start Scholarship \$500 awards for students who enroll after the primary scholarship deadline. This scholarship is designed for returning or first-time NPC students. The Surgical Tech Capstone Award supports students completing intensive clinical work during their final semester. A new Transportation Grant available to students traveling more than 30 miles for in-person classes, regardless of tribal status.

4.A.6. Human Resources

VPHR Nicole Ulibarri reported that the next new employee orientation would be on May 6. She reported one new hire and no employee separations since the March report. She reported on recruitment efforts noting that recruitment statuses have largely shifted to "offer in progress" or "contract in progress." She said that NPC will transition to the NeoEd applicant tracking system on May 1. Training sessions for employees have been scheduled April 23 and April 29. The current employee turnover rate is 3.81%. The previous 12-month turnover rate was 7.58%. She reported that both figures remain below industry averages. Ms. Ulibarri reported that this month's wellness theme is "Metabolic Mastery". She reported wellness events including ☐ Zoom-accessible wellness sessions, Breathwork sessions at Hopi and Whiteriver Centers, and reflexology at the Silver Creek Campus.



4.A.7. Compensation Committee

No report.

4.A.8 Construction Report

- Director of Facilities Justin White provided the Board with an update on the Winslow and Kayenta projects. For the Kayenta area project, Mr. White reported that the permitting process was nearing completion. He reported that electrical plans coordination was completed with NTUA. Actual groundbreaking on the construction is expected within weeks. He reported that the site office was installed and fencing completed. For the Winslow project, Mr. White reported that it is currently in the design phase with soil testing completed. He reported that 90% design plans were expected within a few weeks before the bidding process begins. He reported that the parking lot improvements on campus are scheduled to begin this week and that the project is estimated to take four weeks.

4.A.9. Leadership Council

Leadership Council Chair Dr. Allison Landy provided the Board with an update. She reported that strategic planning discussions included deans, directors, and cross-departmental representatives. She reported that community priorities, institutional data, peer comparisons, and institutional capacity were evaluated. She said that Leadership Council's proposed priorities differed somewhat from the version presented by the President's Cabinet, but despite differences, the Leadership Council supported moving forward with approval of the 2025–2030 Strategic Plan.

Board member Derek requested clarification regarding which version of the strategic plan was under discussion. Dr. Landy clarified that the version on the current agenda, revised by the President's Cabinet, was the version recommended for approval.

4.A.10 ERP Implementation Update

Project Manager Colleen Marsh provided the Board an update on the ERP Go-Live Status. She reported that Finance and HCM systems went live in February and that Student Information System, Portal, and Reach modules were recently launched. She reported that the current Go-Live challenges are user access and permissions. She noted that staff permissions and account provisioning remain ongoing issues. She reported that incompatibility between Jenzabar and Anthology systems require manual data corrections. She reported that registration functionality and student outreach remain top priorities. Ms. Marsh reported that the future focus of the ERP team would be expanded training through NeoEd learning modules, reporting and analytics improvements, and change management and process refinement over summer months.

4.A.11 External Relations

AVP External Relations Rich Chanick provided a Legislative Update to the Board. He reported that state budget negotiations remain unresolved, and the administration anticipates no major cuts to community college funding. He reported on the Rural Health Transition Grant stating that the grant preparation focuses on medical assisting, nursing pipelines, workforce development and healthcare feasibility studies.



Mr. Leslie noted that there is interest from Whiteriver Hospital leadership in collaborating on nursing initiatives.

4.A.12. Arizona Association of Community College Trustees (AACCT)

Chair Robinson provided a report on AACCT activities including the upcoming AACCT Trustee retreat in Mesa. He reported on the early registration deadlines for the ACCT Congress in Chicago. He also noted the statewide leadership transitions among community college presidents.

Agenda Item 5: 2026 Commencement Invitation

Due to audio difficulties, Director of Campus Center Operations Jessica Kitchens was unable to make this invitation.

Agenda Item 6: 2026-27 Introductory Budget Analysis

Vice President of Administrative Services Maderia Ellison presented the Board with 2026-27 Introductory Budget Analysis information.

General Fund

- Primary revenue sources:
 - Property taxes (largest source)
 - State aid (mainly equalization, plus operating and rural funding)
 - Grants, contracts, and investment income
- The institution transfers about \$4 million annually to IT and facilities for operations and capital needs.
- Additional funding will support construction and renovation projects, including campus facilities and library systems.

Budget Size and Structure

- Total general fund budget: \$44 million, up from \$40 million the prior year.
- The budget is balanced (revenues equal expenses).
- A maximum property tax levy is planned for approval.
- Tuition will remain unchanged for three years.

Capital Funding and Constraints

- The state provides very limited capital funding (~\$350K), so most construction depends on institutional fund balance (savings).
- Fund balance is being used mainly for renovations and construction, not for ERP system costs going forward.
- Grants also support specific projects (e.g., the Kayenta site).

Budget Risks and Concerns

- Rural funding (~\$800K–\$1M) is uncertain and could be reduced or eliminated.
- If that happens, the institution would need to adjust its budget using contingency funds, though this would be challenging.
- Budget timing is difficult because decisions must be made before the state finalizes its budget.

Process and Timeline

- Budget planning begins each July and follows a structured calendar.
- Public notifications for tax-related items will be published in local newspapers.



- Assumptions guiding the budget were set earlier and have not changed.
- State funding trends show:
 - Equalization aid dominates
 - Operating aid declining (linked to enrollment)
 - Newer but smaller STEM and rural funding streams

State Budget Context

- Two key state perspectives are included:
 - Governor’s executive budget (January)
 - Joint Legislative Budget Committee (December)
- As of April, the legislature has not finalized funding decisions.

The Board took a break from 11:27am to 11:35am.

Agenda Item 7: President’s Report

Dr. Lawson provided the Board a report on strategic priorities including community engagement, student success, financial stability and long-term strategic planning. He talked about several student success challenges the College is facing including low graduation rates, underutilized scholarships, financial and social barriers, and limited advising capacity. He said that he is committed to expanding advising services and addressing financial aid and scholarship access. Dr. Lawson mentioned a potential expansion of the Promise Program and that a feasibility study is being planned regarding regional healthcare workforce needs. Dr. Lawson also said that student housing remains a major recruitment and retention issue. To address this Dr. Lawson said that NPC is evaluating converting a local hotel into student housing in Show Low. He is also looking at potentially leasing a block of hotel rooms in Winslow for students. Dr. Lawson is also exploring library renovations at the four campuses. Dr. Lawson said that his focus remains on improving completion rates and performance metrics and that strategic planning will remain a shared governance discussion topic.

Agenda Item 8: Consent Agenda

- A. Board Meeting Minutes for March 2026 Regular Meeting (Julia Wilson)
- B. 2026 NAVIT CTED IGA Addendum (Matt Weber)
- C. 2026-2031 United Way Memorandum of Agreement (Dr. Von Lawson/Liz Archuleta)
- D. Board Policy 1007
- E. Board Policy 1009
- F. Board Policy 1010
- G. New Board Policy 1023
- H. Board Policy 1107
- I. Board Policy 1110
- J. Board Policy 1138
- K. Board Policy 1315
- L. Board Policy 1527
- M. Board Policy 1560
- N. Board Policy 1562
- O. Section 1900 Board Policies (Maderia Ellison)
- P. All Other Board Policies Status Update



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

Agenda Item 9: For Discussion and Possible Action

9.A. Old Business

There was no old business to review.

9.B New Business

9.B.1 Request to approve FY26-27 Preliminary Operating Budget

VPAS Ellison requested the Board approve the FY 2026-27 Preliminary Operating Budget.

*Mr. Leslie made a motion to approve the FY 2026-2027 Preliminary Operating Budget. Ms. Sekayumptewa seconded the motion. **The motion carried upon a roll-call vote with Chair Robinson, Mr. Leslie, and Ms. Sekayumptewa voting in favor. There were no votes against.***

9.B.2 Request to approve FY 2027-2029 Preliminary Capital Budget

VPAS Ellison requested the Board approve the FY 2027-29 Preliminary Capital Budget.

*Mr. Leslie made a motion to approve the FY 2027-2029 Preliminary Capital Budget. Ms. Sekayumptewa seconded the motion. **The motion carried upon a roll-call vote with Chair Robinson, Mr. Leslie, and Ms. Sekayumptewa voting in favor. There were no votes against.***

9.B.3 Request to approve the 2028-2029 Academic Calendar

EVPLSS Solomonson requested the Board approve the 2028-2029 Academic Calendar.

*Mr. Leslie made a motion to approve the AY 2028-2029 Academic Calendar. Ms. Sekayumptewa seconded the motion. **The motion carried upon a roll-call vote with Chair Robinson, Mr. Leslie, and Ms. Sekayumptewa voting in favor. There were no votes against.***

9.B.4 Request to accept funds from NoAZ Energy Future Grant

AVP Chanick requested the Board accept funds in the amount of \$25000 from Northern Arizona's Energy Future (NAEF) planning grant.

*Mr. Leslie made a motion to accept \$25000 in grant funds from Northern Arizona's Energy Future planning grant. Ms. Sekayumptewa seconded the motion. **The motion carried upon a roll-call vote with Chair Robinson, Mr. Leslie, and Ms. Sekayumptewa voting in favor. There were no votes against.***



9.B.5 Request to approve job order contract for the Performing Arts Center HVAC Unit Replacement.

Director of Facilities Justin White requested the Board approve a job order contract with CORE Construction in the amount of \$725,370 to replace the HVAC units in the Performing Arts Center at the Snowflake Campus.

*Mr. Leslie made a motion to approve a job order contract with CORE Construction in the amount of \$725,370 to replace the HVAC units in the Performing Arts Center at the Snowflake Campus. Ms. Sekayumtewa seconded the motion. **The motion carried upon a roll-call vote with Chair Robinson, Mr. Leslie, and Ms. Sekayumtewa voting in favor. There were no votes against.***

9.B.6 Request to approve additional design fees for Winslow Construction Projects.

Director of Facilities Justin White requested the Board approve an increase in the design fees to be paid to SPS+ Architects in the amount of \$190,772 for the Winslow Cosmetology program and \$176,810 for the Winslow Blunk Addition for a grand total of \$367,582.

*Mr. Leslie made a motion to approve additional design fees to SPS+ Architects in the amount of \$367,582 for the Winslow Cosmetology Program and the Winslow Blunk Addition. Ms. Sekayumtewa seconded the motion. **The motion carried upon a roll-call vote with Chair Robinson, Mr. Leslie, and Ms. Sekayumtewa voting in favor. There were no votes against.***

9.B.7 Request to approve the 2026 – 2027 Compensation Request

VPHR Ulibarri requested the Board approve the 2026 – 2027 Compensation Request for a 3% economic adjustment for all employees and an additional amount of \$350,000 to address compression and bring-to-minimum adjustments for all staff positions.

*Mr. Leslie made a motion to approve the 2026 - 2027 Compensation Request for a 3% economic adjustment and an additional amount of \$350,000 to address compensation and minimum salary adjustments. Ms. Sekayumtewa seconded the motion. **The motion carried upon a roll-call vote with Chair Robinson, Mr. Leslie, and Ms. Sekayumtewa voting in favor. There were no votes against.***

9.B.8 Request to approve the 2025 – 2030 Strategic Plan

President Lawson requested the Board approve the 2025 – 2030 Strategic Plan.

*Mr. Leslie made a motion to approve the 2025 - 2030 Strategic Plan. Ms. Sekayumtewa seconded the motion. **The motion carried upon a roll-call vote with Chair Robinson, Mr. Leslie, and Ms. Sekayumtewa voting in favor. There were no votes against.***

The board voted to enter Executive Session at 11:35 p.m. and returned to public session at 12:02 p.m.



9.B.9 Executive Session 1

Pursuant to A.R.S. § 38.431.03(A)(1) the Board may vote to enter into Executive Session for discussion or consideration regarding the employment, assignment, promotion, salary, demotion, dismissal, disciplining, or resignation of a public officer.

Mr. Leslie made a motion to enter into Executive Session 1. Ms. Sekayumptewa seconded the motion. The motion carried upon a roll-call vote with Chair Robinson, Mr. Leslie, and Ms. Sekayumptewa voting in favor. There were no votes against.

9.B.10 Action from Executive Session 1

Mr. Leslie made a motion to direct the Board Chair and VPHR Nicole Ulibarri to make the necessary changes as discussed to the President’s employment contract. Ms. Sekayumptewa seconded the motion. *The motion carried upon a roll-call vote with Chair Robinson, Mr. Leslie, and Ms. Sekayumptewa voting in favor. There were no votes against.*

Agenda Item 10: DGB Agenda Items and Informational Needs for Future Meetings.

Chair Robinson requested information regarding contingency and evacuation planning for White Mountain Campus.

Agenda Item 11: Board Report/Summary of Current and Upcoming Events

Chair Robinson prepared a document of several upcoming events that was distributed to the Board members present.

All Arizona Academic Team Event in Mesa, AZ on April 22.

AACCT Trustee Meeting in Mesa, AZ on April 22.

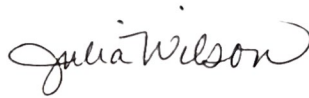
Agenda Item 15: Announcement of Next Regular Meeting

Chair Robinson announced the next regular meeting of the DGB would be held May 19, 2026, and will include the public hearing on the budget.

Agenda Item 16: Adjournment

Chair Robinson declared the meeting adjourned at 12:07 p.m.

Respectfully Submitted,



Julia Wilson
Recording Secretary to the Board



Policy 1049 Completion Ceremonies

Recommendation:

Conducting completion ceremonies outside of the College District results in additional travel expenses and employee loss of productivity due to windshield time. This proposed policy codifies the requirement that completion ceremonies be conducted within the college district. This draft policy is in response to multiple times where the Winslow Nursing Class has conducted their pinning ceremony in Flagstaff, despite verbal requests to limit those events to locations within the district. This would also apply to the NALETA cadets requesting to receive their badges at the state capitol during the annual Fallen Officers Observance.

Proposed Text:

Policy 1049 Completion Ceremonies

In celebration of students completing milestones in their educational journey, Northland Pioneer College conducts completion ceremonies where recognition is presented to students in the form of, including but not limited to, diplomas, certificates of completion, national skill-level certificates, program pins, or badges. All such completion ceremonies shall be conducted at locations within the college district. The scheduling of these ceremonies shall be coordinated through the Office of the President's Chief of Staff to avoid conflicts that could prevent attendance at these celebratory events.

This policy does not restrict groups of students from gathering socially outside of the district in celebration of their academic achievement. However, no district funds or resources, such as, but not limited to, travel reimbursement for college employees, preparation and printing of fliers, announcements or invitations, photography or videography, shall be expended for these out-of-district events. College employees attending these out-of-district events must submit an appropriate leave request to their immediate supervisor prior to their attendance.

New 6/16/2026



Northland Pioneer College

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

Request to Accept the Single Audit for Fiscal Year Ended June 30, 2025

Recommendation:

Staff recommends accepting the Single Audit Report for the fiscal year ended June 30, 2025. This report focuses on the District's compliance with requirements applicable to each major federal program the District administers and on its internal control over compliance. The audit opinion for this report is that the District maintained adequate internal control over compliance and complied with federal compliance requirements for the one major federal program tested.

Summary:

NPC issues two separate audit reports - the Annual Comprehensive Financial Report (ACFR) and the Single Audit. Both audits were conducted by CliftonLarsonAllen, LLP on behalf of the Arizona Auditor General (AG). The ACFR was reviewed with the District Governing Board during the March board meeting and the Single Audit report is now available. The Single Audit was distributed electronically to the District Governing Board on March 30, 2026 by the AG and is available on their website at <https://www.azauditor.gov>.

Preparing for the audit and the issuance of the ACFR and Single Audit is a large annual undertaking, but what really makes the audit successful year after year is the daily commitment of all college departments and divisions to the internal controls and processes carefully put in place to ensure accuracy, efficiency and accountability. Numerous individuals from various departments and divisions worked on the audit and the related reports and all deserve a heartfelt thanks: Business Office, Technology Advancement and Support, Financial Aid, Human Resources/Payroll, Records & Registration, Marketing, the Instructional Division and the President.

College staff also acknowledges the contribution of CliftonLarsonAllen, LLP and the Office of the Arizona Auditor General. They play an important role in the audit and continue to provide excellent professional work. We appreciate the working relationship we have with all members of CliftonLarsonAllen, LLP and the Auditor General's staff.



NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
SINGLE AUDIT REPORT
YEAR ENDED JUNE 30, 2025



CPAs | CONSULTANTS | WEALTH ADVISORS

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**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND REPORT ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The Arizona Auditor General
The Governing Board of
Navajo County Community College District

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities and discretely presented component units of the Navajo County Community College District (District), as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated March 27, 2026. Our report includes a reference to other auditors who audited the financial statements of the aggregate discretely presented component units, as described in our report on the District's financial statements. The financial statements of the aggregate discretely presented component units were not audited in accordance with *Government Auditing Standards*, and accordingly, this report does not include reporting on internal control over financial reporting or instances of reportable noncompliance associated with the aggregate discretely presented component units.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's basic financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies, and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses.

The Arizona Auditor General
The Governing Board of
Navajo County Community College District

We identified certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs as items 2025-001, 2025-002, 2025-003, 2025-004 and 2025-005 that we consider to be significant deficiencies.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Navajo County Community College District's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the Navajo County Community College District's response to the findings identified in our audit that are presented in its corrective action plan at the end of this report. The District is responsible for preparing a corrective action plan to address each finding. The District's responses and corrective action plan were not subjected to the other auditing procedures applied in the audit of the basic financial statements, and accordingly, we express no opinion on them.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



CliftonLarsonAllen LLP

Phoenix, Arizona
March 27, 2026



**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH
MAJOR FEDERAL PROGRAM, REPORT ON INTERNAL CONTROL OVER COMPLIANCE,
AND REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
REQUIRED BY THE UNIFORM GUIDANCE**

The Arizona Auditor General
The Governing Board of
Navajo County Community College District

Report on Compliance for Each Major Federal Program

Opinion on the Major Federal Program

We have audited the Navajo County Community College District's (District) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on the District's major federal program for the year ended June 30, 2025. The District's major federal program is identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the District complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its major federal programs for the year ended June 30, 2025.

Basis for Opinion on the Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the major federal program. Our audit does not provide a legal determination of the District's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the District's federal programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the District's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the District's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the District's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the District's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Other Matters

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with Uniform Guidance and which are described in the accompanying schedule of findings and questioned costs as items 2025-101 and 2025-102. Our opinion on the major federal program is not modified with respect to these matters.

Report on Internal Control Over Compliance

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies over compliance and therefore, material weaknesses or significant deficiencies may exist

that were not identified. However, as discussed below, we identified certain deficiencies in internal control over compliance that we consider to be material weaknesses and significant deficiencies.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. We consider the deficiency in internal control over compliance described in the accompanying schedule of findings and questioned costs as item 2025-102 to be a material weakness.

A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiency in internal control over compliance described in the accompanying schedule of findings and questioned costs as item 2025-101 to be a significant deficiency.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

District response to findings

Government Auditing Standards requires the auditor to perform limited procedures on the District's response to the noncompliance and internal control over compliance findings that are presented in its corrective action plan at the end of this report. The District is responsible for preparing a corrective action plan to address each finding. The District's responses and corrective action plan were not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on them.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the business-type activities and discretely presented component units of the District as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the District's basic financial statements. We have issued our report thereon, dated March 27, 2026, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting

The Arizona Auditor General
The Governing Board of
Navajo County Community College District

and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

A handwritten signature in black ink that reads "CliftonLarsonAllen LLP". The signature is written in a cursive, flowing style.

CliftonLarsonAllen LLP

Phoenix, Arizona
March 27, 2026

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2025**

SECTION I – SUMMARY OF AUDITORS’ RESULTS

Financial Statements

1. Type of auditors’ report on whether the financial statements audited were prepared in accordance with generally accepted accounting principles issued: Unmodified

2. Is a going concern emphasis-of-matter paragraph included in the auditors’ report? No

3. Internal control over financial reporting:
 - Material weakness(es) identified? _____ yes x no
 - Significant deficiency(ies) identified? x yes _____ none reported

4. Noncompliance material to financial statements noted? _____ yes x no

Federal Awards

1. Internal control over major federal programs:
 - Material weakness(es) identified? x yes _____ no
 - Significant deficiency(ies) identified? x yes _____ none reported

2. Type of auditors’ report issued on compliance for major federal programs: Unmodified

3. Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? x yes _____ no

Identification of Major Federal Programs

Assistance Listing Numbers

84.007, 84.033, 84.063

Name of Federal Program or Cluster

Student Financial Assistance Cluster

Dollar threshold used to distinguish between Type A and Type B programs:

\$750,000

Auditee qualified as low-risk auditee?

 x yes _____ no

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
YEAR ENDED JUNE 30, 2025**

SECTION II – FINANCIAL STATEMENT FINDINGS

2025-001: IT Risk Assessment

Type of Finding:

- Significant Deficiency in Internal Control over Financial Reporting

Condition: The District has not conducted a documented IT risk assessment since 2015.

Criteria: Establishing a process for conducting regular IT risk assessments that follows a credible industry source, such as the National Institute of Standards and Technology, helps the District to proactively identify and address emerging threats and vulnerabilities, thereby effectively managing risk related to IT systems and data.

Effect: Without conducting regular IT risk assessments, the District may fail to identify emerging threats and vulnerabilities in a timely manner. This increases the risk of security incidents, unauthorized access to sensitive data, and non-compliance with industry standards and regulatory requirements. The lack of updated risk evaluations may also hinder the District's ability to implement effective mitigation strategies and allocate resources appropriately.

Cause: District administration and IT management reported that competing priorities and limited resources contributed to the delay in conducting regular IT risk assessments. Additionally, the absence of a formalized schedule or process for periodic evaluations has made it challenging to ensure consistent and timely reviews.

Repeat Finding: No.

Recommendation: The District should establish and implement a formal process for conducting IT risk assessments on a regular basis, at least annually. The assessments should follow a recognized framework, such as those provided by the National Institute of Standards and Technology (NIST), to ensure a comprehensive evaluation of risks across all systems and data environments. The results of each assessment should be documented, reviewed by IT leadership, and used to guide strategic decisions related to cybersecurity and risk mitigation.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
YEAR ENDED JUNE 30, 2025**

2025-002: Periodic Reviews of User Access

Type of Finding:

- Significant Deficiency in Internal Control over Financial Reporting

Condition: The District did not regularly review user accounts for appropriate access rights.

Criteria: Establishing a process for managing risk that follows a credible industry source, such as the National Institute of Standards and Technology, helps the District to effectively manage risk related to IT systems and data.

Effect: Not performing a regular, standardized user account audit increases the risk that the District may not identify all old and unused user accounts, users with improper access to the system, and/or unauthorized system users. Without regular reviews, there is a risk that users may have access rights that are not aligned with their job functions, potentially leading to unauthorized access to sensitive information and non-compliance with industry standards.

Cause: District administration and IT management reported that the volume of users and the numerous systems made the review of user accounts challenging.

Repeat Finding: Yes; 2024-005

Recommendation: The District should conduct an annual formal review of all user accounts and their access level. The review process should be documented, and sign-off should be obtained from IT personnel completing the review. The review should ensure that all user accounts are assigned to current employees by comparing a system account listing to a current employee list from Human Resources. In addition, a review of access levels should be performed by comparing the user's current access rights listed on the system to those listed on their access form, and by confirming the user's access rights with their departmental manager.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
YEAR ENDED JUNE 30, 2025**

2025-003: Offboarding Procedures for System Access

Type of Finding:

- Significant Deficiency in Internal Control over Financial Reporting

Condition: The District lacks a consistent offboarding process to ensure timely termination of user access. User accounts are not always disabled or made inaccessible immediately upon employee separation.

Criteria: Establishing a formal offboarding process that includes timely deactivation of user accounts, in alignment with industry best practices such as those recommended by the National Institute of Standards and Technology (NIST), helps the District manage IT security risks and maintain compliance with data protection standards.

Effect: Without a consistent and documented offboarding process, there is an increased risk that former employees may retain access to District systems and data. This could lead to unauthorized access, data breaches, and non-compliance with internal policies and external regulations.

Cause: District administration and IT management indicated that the absence of a standardized procedure and tracking mechanism for user terminations has contributed to inconsistent handling of access deactivation.

Repeat Finding: No

Recommendation: The District should implement a formal offboarding process that ensures user accounts are disabled or made inaccessible immediately upon termination. A ticket should be created for each termination to document and track the deactivation process. The procedure should be standardized, documented, and monitored to ensure consistent execution across all departments.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
YEAR ENDED JUNE 30, 2025**

2025 – 004: System Transition Impact on Change Records

Type of Finding:

- Significant Deficiency in Internal Control over Financial Reporting

Condition: Due to a change in ticketing systems, the District was unable to provide documentation for network changes made between July 1, 2024 and December 31, 2024.

Criteria: Maintaining complete and accessible documentation of network changes, in accordance with industry best practices such as those recommended by the National Institute of Standards and Technology (NIST), helps ensure that changes are properly reviewed, authorized, and traceable for compliance and operational integrity.

Effect: The lack of documentation for network changes during the specified period hinders the District's ability to verify the appropriateness of changes, assess compliance with internal controls, and respond effectively to potential security incidents or system issues.

Cause: District IT management indicated that the transition between ticketing systems did not include a comprehensive migration of historical change records, resulting in a gap in documentation.

Repeat Finding: No

Recommendation: The District should implement procedures to ensure that all network change documentation is preserved during system transitions. This includes establishing a formal data migration plan and validating that historical records are retained and accessible. Additionally, change management processes should be reviewed to ensure continuity and traceability regardless of system changes.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
YEAR ENDED JUNE 30, 2025**

2025 – 005: Disaster Recovery Plan Test

Type of Finding:

- Significant Deficiency in Internal Control over Financial Reporting

Condition: The District has a disaster recovery plan; however, it has not been regularly tested. We noted that the Disaster Recovery Plan (DRP) was not reviewed or revised during the audit period.

Criteria: Establishing a process for managing risk that follows a credible industry source, such as the National Institute of Standards and Technology, helps the District to effectively manage risk related to IT systems and data.

Effect: The District is at significant risk of losing valuable data and may experience substantial delays in its ability to recover technical infrastructure within an acceptable time period. An outdated and untested DRP may result in an inadequate response to disruptions, leading to prolonged downtime and potential data loss, which could impact the District's operations and compliance.

Cause: District administration and IT management reported that limited resources, including time, budget, and personnel, have prevented regular testing and review of the DRP.

Repeat Finding: Yes; 2024-002

Recommendation: The District should create a comprehensive test plan to evaluate the effectiveness of its disaster recovery plan through a combination of tabletop exercises and technical testing. This approach will ensure that the recovery plan is robust, practical, and capable of addressing various types of disruptions. The test results will also provide the District with additional knowledge to revise the recovery plan to have a more successful recovery in the event of a disaster.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
YEAR ENDED JUNE 30, 2025**

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

2025-101: Gramm-Leach-Bliley Act – Vendor Management

Federal Agency: Department of Education

Federal Program: Student Financial Assistance Cluster

Assistance Listing Numbers:

- 84.007 – Federal Supplemental Educational Opportunity Grants
- 84.033 – Federal Work-Study Program
- 84.063 – Federal Pell Grant Program

Federal Award Identification Number

- P063P243482 – 2025
- P007A240127 – 2025
- P033A240127 – 2025

Award Period: July 1, 2024 – June 30, 2025

Type of Finding:

- Compliance, Other Matter
- Significant Deficiency in Internal Control over Compliance

Criteria: Establishing a process for managing risk that follows a credible industry source, such as the National Institute of Standards and Technology, helps the District to effectively manage risk related to IT systems and data. CFR Guidance (Based on GLBA 16 CFR – 314.4) – Addresses how the institution will oversee its information system service providers (16 CFR 314.4(f)).

Condition: The District’s written information security program does not include a vendor due diligence program as required by the Gramm-Leach-Bliley Act (GLBA) 16 CFR 314.4(f).

Questioned Costs: None

Cause: The District’s written information security program did not include established policies and standards specifically addressing vendor risk management.

Effect: The District is exposed to loss of revenue, reputation damage, disclosure of non-public data, loss of technology assets as a result of the following:

- Potential security breaches due to insufficient evaluation and monitoring of vendors who interact with sensitive data.
- Inadequate assessment of risks associated with outsourcing services or managing services through vendors.
- Establishing relationships with vendors that do not support the District’s strategic objectives, lack financial stability, or have inadequate controls.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
YEAR ENDED JUNE 30, 2025**

This absence makes it difficult to ensure that vendors who interact with sensitive data are properly evaluated, selected, and monitored, potentially leading to security breaches and noncompliance with regulatory requirements.

Repeat Finding: Yes; 2024-004

Recommendation: The District should ensure that the written information security program includes a vendor due diligence program. This program should include:

- Standards for evaluating and selecting vendors who interact with sensitive data.
- Contract provisions that require third-party vendors to maintain safeguards.
- Ongoing monitoring based on the risk the vendor presents.

Also, appropriate policy and standards documentation should be established to support the vendor management program.

View of responsible official: The District agrees with the finding, see the Corrective Action Plan.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
YEAR ENDED JUNE 30, 2025**

2025-102: NSLDS Reporting

Federal Agency: Department of Education

Federal Program Title: Student Financial Assistance Cluster

Assistance Listing Number:

- 84.063 – Federal Pell Grant Program

Federal Award Identification Number:

- P063P243482 – 2025

Award Period: July 1, 2024 – June 30, 2025

Type of Finding:

- Compliance, Other Matter
- Material Weakness in Internal Control over Compliance

Criteria: Per 34 CFR 690.83(b)(2), an institution must report any enrollment status changes, including the date of the change per the institution's reporting system, to the National Student Loan Data System (NSLDS) for participating students within 60 days of the change.

Condition: We found that the District did not report enrollment status changes to the NSLDS by the required federal deadlines for 40 of the 40 (100 percent) students we tested.

Questioned Costs: None

Cause: The District did not have adequate internal controls in place to ensure that it fully complied with federal student enrollment reporting requirements for the Title IV Student Financial Assistance program.

Effect: Enrollment reporting is a critical compliance requirement for institutions participating in the federal Student Financial Assistance program. For recipients of Pell Grants, timely enrollment reporting by institutions assists with their eligibility, future disbursement amounts, and continued access to Student Financial Assistance. Failure to meet the required enrollment status change reporting timeliness increases the District's risk of material noncompliance with federal Student Financial Assistance program requirements.

Repeat Finding: No

Recommendation: We recommend that the District strengthen its internal controls over reporting student enrollment changes to NSLDS to ensure that enrollment effective dates are reported to NSLDS within 60 days of an enrollment status change occurring.

Views of Responsible Officials: The District agrees with the finding, see the Corrective Action Plan.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED JUNE 30, 2025**

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Passed Through to Subrecipients	Total Federal Expenditures
U.S. Department of Commerce				
Economic Adjustment Assistance	11.307	Not Applicable	\$ -	\$ 155,099
Total U.S. Department of Commerce			<u>-</u>	<u>155,099</u>
U.S. Department of Labor				
Passed through Navajo County				
WORKFORCE INNOVATION AND OPPORTUNITY ACT CLUSTER				
Workforce Innovation and Opportunity Act (WIOA) Youth Activities	17.259	D121-0002285	-	21,240
Total U.S. Department of Labor			<u>-</u>	<u>21,240</u>
Small Business Administration				
Passed through Maricopa County Community College District				
Small Business Development Centers	59.037	SBAOEDSB-240114	-	165,242
Total Small Business Administration			<u>-</u>	<u>165,242</u>
U.S. Department of Education				
STUDENT FINANCIAL ASSISTANCE CLUSTER:				
Federal Supplemental Educational Opportunity Grants	84.007	Not Applicable	-	110,105
Federal Work-Study Program	84.033	Not Applicable	-	29,636
Federal Pell Grant Program	84.063	Not Applicable	-	2,080,278
Total Student Financial Assistance Cluster			<u>-</u>	<u>2,220,019</u>
Higher Education-Institutional Aid	84.031		-	369,958
Education Stabilization Fund – HEERF Institutional Resilience and Expanded Postsecondary Opportunity (IREPO) Program (COVID-19)	84.425P	Not Applicable	-	631
Total Department of Education Direct Programs			<u>-</u>	<u>2,590,608</u>
Passed through Arizona Department of Education				
Adult Education-Basic Grants to States	84.002	V002A240003	-	550,961
Career and Technical Education - Basic Grants to States	84.048	V048A210003	-	339,734
Passed through Yavapai County Community College District				
Fund for the Improvement of Postsecondary Education	84.116	P116T210013	-	94,238
Total U.S. Department of Education			<u>-</u>	<u>3,575,541</u>
Total Expenditures of Federal Awards			<u>\$ -</u>	<u>\$ 3,917,122</u>

See accompanying Notes to Schedule of Expenditures of Federal Awards.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED JUNE 30, 2025**

NOTE 1 BASIS OF PRESENTATION

The information in this schedule of expenditures of federal awards (Schedule) is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Therefore, some amounts presented in this Schedule may differ from amounts presented in, or used in the preparation of, the financial statements.

NOTE 3 FEDERAL ASSISTANCE LISTING NUMBERS

The program titles and Federal Assistance Listings numbers were obtained from the federal or pass-through grantor or the 2025 *Federal Assistance Listings*.

NOTE 4 INDIRECT COST RATE

The District has not elected to use the 15 percent de minimis indirect cost rate as established in 2 CFR 200.414.

03/20/2026

Jordan Boehm
Rio Salado Pkwy
Clifton Larson Allen LLP
80 E Rio Salado Pkwy
Tempe, AZ 85281

Dear Mr. Boehm

We have prepared the accompanying corrective action plan as required by the standards applicable to financial audits contained in *Government Auditing Standards* and by the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Specifically, for each finding, we are providing you with our responsible officials' views, the names of the contact people responsible for corrective action, the corrective action planned, and the anticipated completion date.

Sincerely,

Maderia J. Ellison
Vice President for Administrative Services/CFO

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
CORRECTIVE ACTION PLAN
YEAR ENDED JUNE 30, 2025**

Financial Statement Findings

2025-001

The District has not conducted a documented IT risk assessment since 2015.

Responsible Official: Michael Jacob, Associate Vice President Chief Information Officer
Anticipated Completion Date: June 30, 2026

The District will take the following actions to address the identified concerns:

- Although a formal IT Risk Assessment was not conducted during the audit period, the District has been actively identifying and mitigating risks through ongoing operational practices. Recognizing the need for a more structured and comprehensive approach, the District hired a new Information Security Analyst and is preparing to engage a consultant to conduct a formal IT Risk Assessment. While a Risk Manager position was created to support broader institutional risk efforts, their role in this process will be limited. In parallel, the Information Security Group (ISG) revised internal procedures to clarify its role in maintaining the IT Risk Assessment and to define its scope and frequency.

These actions reflect the District's commitment to strengthening risk management and aligning with audit recommendations.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
CORRECTIVE ACTION PLAN
YEAR ENDED JUNE 30, 2025**

2025-002

The District did not regularly review user accounts for appropriate access rights.

Responsible Official: Michael Jacob, Associate Vice President Chief Information Officer

Anticipated Completion Date: June 30, 2026

The District will take the following actions to address the identified concerns:

- The District has proposed updates to internal procedures requiring supervisors to conduct annual reviews of employee access and permissions. As part of the implementation of Anthology, the new ERP system scheduled to go live during the current fiscal year, all user accounts will be created and documented with supervisor-approved access levels. The system will provide enhanced visibility into user roles and permissions, enabling annual access reviews after go-live to ensure access remains appropriate and aligned with institutional needs.

These efforts support the District's broader commitment to maintaining secure and well-governed system access.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
CORRECTIVE ACTION PLAN
YEAR ENDED JUNE 30, 2025**

2025-003

The District lacks a consistent offboarding process to ensure timely termination of user access. User accounts are not always disabled or made inaccessible immediately upon employee separation.

Responsible Official: Michael Jacob, Associate Vice President Chief Information Officer

Anticipated Completion Date: June 30, 2026

The District will take the following actions to address the identified concerns:

- The District has taken steps to improve consistency, accountability, and cross-departmental coordination in managing user accounts. Updates have been proposed to formalize the steps and approval requirements for creating, modifying, and deactivating accounts, including the expectation that ticket requests and documentation are submitted prior to work beginning. TAS has collaborated with HR to enhance onboarding, position change, and offboarding processes and is preparing to lead supervisor training sessions to reinforce these expectations. In support of these improvements, the District is upgrading its IT ticketing system and implementing new HR software designed to improve documentation and enforce adherence to standardized processes.

These efforts reflect an ongoing cultural shift toward more transparent, reliable and well-documented control activities.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
CORRECTIVE ACTION PLAN
YEAR ENDED JUNE 30, 2025**

2025 – 004

Due to a change in ticketing systems, the District was unable to provide documentation for network changes made between July 1, 2024 and December 31, 2024.

Responsible Official: Michael Jacob, Associate Vice President Chief Information Officer
Anticipated Completion Date: June 30, 2026

The District will take the following actions to address the identified concerns:

- The District has taken steps to strengthen internal processes and promote accountability across technical operations. TAS leadership emphasized the importance of documenting all account and system changes through formal ticket requests and proposed updates to procedures to reinforce this expectation. While neither the previous nor current ticketing systems have fully supported documentation of network and system changes, a more advanced version is being implemented to improve tracking and support redesigned workflows for onboarding, position changes, and offboarding.

These initiatives reflect the District's commitment to consistent documentation practices and improved operational transparency.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
CORRECTIVE ACTION PLAN
YEAR ENDED JUNE 30, 2025**

2025 - 005

The District has a disaster recovery plan; however, it has not been regularly tested. We noted that the Disaster Recovery Plan (DRP) was not reviewed or revised during the audit period.

Responsible Official: Michael Jacob, Associate Vice President Chief Information Officer
Anticipated Completion Date: June 30, 2026

The District will take the following actions to address the identified concerns:

- The District began reviewing the Disaster Recovery Plan with the Senior Systems Administrator and confirmed that no changes had occurred since the previous formal review. However, the review and test were delayed due to staffing transitions and the need to prioritize operational continuity. A new administrator has since been hired, and a full review and test of the plan are anticipated by June 2026, with annual reviews and tests to occur each January thereafter.

While the Information Security Group (ISG) maintains a broader focus, its continued efforts contribute to the District's overall preparedness, including disaster recovery planning and resilience.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
CORRECTIVE ACTION PLAN
YEAR ENDED JUNE 30, 2025**

Federal Award Programs Findings

2025-101

The District's written information security program does not include a vendor due diligence program as required by the Gramm-Leach Bliley Act (Pub. L. No. 106-102)(GLBA) 16 CFR 314.4(f).

Responsible Official: Michael Jacob, Associate Vice President Chief Information Officer

Anticipated Completion Date: June 30, 2026

The District will take the following actions to address the identified concerns:

- The Information Security Group (ISG) was reactivated to strengthen oversight and align practices with industry standards and audit recommendations. The group developed a standardized Vendor Evaluation Checklist, now used prior to signing contracts with any vendor that stores student, employee, or financial data. It also proposed updates to internal procedures to reflect current practices, including the addition of data protection provisions in new vendor contracts when appropriate. While not all proposed changes have been formally approved, they represent the direction the District is actively pursuing. The ISG meets every two months and convenes annually in December to review vendor contracts and assess their security posture.

These efforts demonstrate the District's ongoing commitment to improving vendor management and safeguarding sensitive data through sustained oversight.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
CORRECTIVE ACTION PLAN
YEAR ENDED JUNE 30, 2025**

2025 - 102

We found that the District did not report enrollment status changes to the NSLDS by the required federal deadlines for 40 of the 40 (100 percent) students we tested.

Responsible Official: Paul Hempsey, Registrar
Anticipated Completion Date: September 30, 2026

The District will take the following actions to address the identified concerns:

- The Registrar will ensure the new Student Information System (SIS), currently being implemented, has the required workflows and reporting capabilities in place to accurately collect and report on changes to student enrollment statuses required to be reported to the National Student Loan Data System within the required federal deadlines.
- The Registrar will implement a tracking mechanism to document the receipt, review, and submission of each NSLDS enrollment reporting roster. This tracking log will be reviewed on a periodic basis to verify that all required submissions are completed within the 60-day reporting window.

These efforts demonstrate the District's ongoing commitment to improving reporting requirements through sustained oversight.



03/20/2026

Jordan Boehm
Rio Salado Pkwy
Clifton Larson Allen LLP
80 E Rio Salado Pkwy
Tempe, AZ 85281

Dear Mr. Boehm:

We have prepared the accompanying summary schedule of prior year audit findings, as required by Title 2 of the U.S. Code of Federal Regulations, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Specifically, we are reporting the status of audit findings included in the prior audit schedule of findings and questioned costs. This schedule also includes the status of audit findings reported in the prior audit's summary schedule of prior audit findings that were not corrected.

Sincerely,

Maderia J. Ellison
Vice President for Administrative Services/CFO

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
YEAR ENDED JUNE 30, 2025**

STATUS OF FINANCIAL STATEMENT FINDINGS

Finding No. 2024-001

Change Management

Status: *Fully Corrected*

Finding No. 2024-002

Disaster Recovery Plan Test

Status: *Partially Corrected*

Reason for recurrence: Although the College maintained a documented disaster recovery plan, staffing changes and competing operational priorities delayed formal review and testing of the plan during fiscal year 2025. Consequently, the disaster recovery plan was not tested or updated as of June 30, 2025.

Finding No. 2024-003

Authentication Enforcement Misalignment

Status: *Fully Corrected*

Finding No. 2024 – 004

Vendor Management

Status: *Partially Corrected*

Reason for recurrence: The vendor management finding originally reported in fiscal year 2024 remains unresolved and recurring for the District as of June 30, 2025. While corrective actions are underway and progress has been made, the vendor due diligence program required under GLBA has not yet been fully implemented and documented within the College's written information security program.

Finding No. 2024 – 005—This finding initially occurred in fiscal year 2017.

Periodic Reviews of User Access

Status: *Partially Corrected*

Reason for recurrence: The finding was made in fiscal year 2017 and it was not anticipated for it to be reoccurring in fiscal year 2025. The District is in the process of improving controls but have not fully implemented the changes.

As of June 30, 2025, the District has partially implemented the necessary changes to improve existing IT access and security over information technology resources. The District has developed policies and procedures documenting the control processes over IT access and the security protocols. These

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
YEAR ENDED JUNE 30, 2025**

policies and procedures will be implemented and allow the District to better monitor, manage and control access to data and IT devices, as well as maintain IT security.

Finding No. **2023-01**—This finding initially occurred in fiscal year 2017.

The District’s control procedures over IT systems and data were not sufficient, which increases the risk that the District may not adequately protect those systems and data.

Status: *Partially Corrected*

Reason for recurrence: The finding was made in fiscal year 2017 and it was not anticipated for it to be reoccurring in fiscal year 2025. The District is in the process of improving controls but have not fully implemented the changes.

As of June 30, 2025, the District has partially implemented the necessary changes to improve existing IT access and security over information technology resources. The District has developed policies and procedures documenting the control processes over IT access and the security protocols. These policies and procedures will be implemented and allow the District to better monitor, manage and control access to data and IT devices, as well as maintain IT security.

FINDINGS— FEDERAL AWARD PROGRAMS AUDITS

There were no Federal Award Findings in the prior year.



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Request to Accept Grant Funds from AISES

Recommendation:

Staff recommends accepting \$40,000 of grant funding from Advancing Indigenous Science and Engineer Society (AISES) to advance cybersecurity training at the college.

Summary:

AISES is a national nonprofit organization focused on substantially increasing the representation of Indigenous peoples of North America and the Pacific Islands in science, technology, engineering, and math (STEM) studies and careers. The work the colleges is expected to complete as part of the grant funding is based primarily on promoting and improving our cybersecurity program and involves Community and Tribal engagement, including cyber safety education, community outreach, digital safety resource development, and establishing related partnerships. Additionally, these funds will allow the college to purchase enhanced industry-aligned learning platforms for our cybersecurity program, including scenario-based learning simulations, certification pathway support, and continuous curriculum alignment with industry needs. These efforts will benefit community members broadly across our service area.



Request to Approve Anthology Student Increase

Recommendation:

Staff recommends approval to increase Anthology Student licensing to 1,900 license from 1,432 for an initial amount of \$12,528.50 to make our licensing current and an annual increase of \$50,114.

Procurement Process and Budget Information:

This is a budgeted expense and is processed under the college's existing agreement with Anthology/Ellucian. This adjustment represents an increase from the previous contract to accommodate higher Full-Time Student Equivalent (FTSE) counts and follows standard educational software procurement practices.

Summary:

Anthology Student is widely used across the college to support student information system operations, including enrollment, academic records, financial management, and administrative processes. The system provides critical functionality necessary for daily institutional operations and student services.

The updated licensing included in this increase provides:

- Expanded student FTSE capacity to support enrollment growth.
- Continued access to core student information system functionality.
- Support for administrative processes across departments.
- Scalable infrastructure to maintain system performance and reliability.

These services are essential for maintaining efficient operations and supporting student success across the institution.

This increase reflects additional licensing needed beyond the previous contract and is effective through June 30, 2026.

We continue to be in a period of growth so the recommendation from Anthology/Ellucian was to approve this increase for the coming year and re-evaluate it next year to see if the same number of licenses work for our needs.





This Blackboard Order Form ('Order Form') by and between **Anthology Inc.** ('Blackboard') and **Navajo County Community College District**, ('Customer') details the terms of Customer's use of the products and services set forth below ('Product and Pricing Summary'). This Order Form shall become effective on the Effective Date. This Order Form, together with the Anthology Master Agreement dated July 20, 2023, and incorporated by this reference, form the entire agreement between the parties in respect to the products and services set forth in the Product and Pricing Summary.

Notwithstanding anything to the contrary in any purchase order or other document provided by the Customer, any product or service provided by Blackboard to the Customer in connection with a purchase order related to this Order Form is conditioned upon Customer's acceptance of this Order Form and the Blackboard Master Agreement. Any additional, conflicting or different terms proffered by Customer in a purchase order or otherwise shall be deemed null and void. Each of the individuals executing this Order Form represent and warrant that he or she is authorized to execute the Agreement on behalf of Customer or Blackboard, as applicable.

In consideration of the promises set forth herein, and other good and valuable consideration, the receipt of which are hereby acknowledged, the parties hereby agree as follows:

A. Software & Services Product and Pricing Summary

Period Number	Total (USD)
Period 1	USD 12,528.50
Contract Total	USD 12,528.50

Period 1				
Qty	Product Code	Product Name	Dates	Net Total (USD)
479	STU.SW.ANTHSTU.S	ANTH STUDENT Add'l ASRs	01-Apr-2026 to 30-Jun-2026	USD 12,528.50
Period 1 Total				USD 12,528.50

B. Terms


1. The Initial Term of this Order Form shall include all Periods included in the Software & Services Product and Pricing Summary above.
2. Following the Initial Term, this Order Form shall renew automatically for successive periods of one (1) year each (each a "Renewal Term"), unless and until Customer provides Blackboard, or Blackboard provides Customer, with a written notice to the contrary thirty (30) days prior to the end of the Initial Term or Renewal Term, as applicable.
3. Effective Date: 01-Apr-2026

C. Payment Terms

1. All initial and subsequent payments shall be due NET30. Unless otherwise stated, all prices are in United States currency.
2. The Parties agree that the fees indicated above shall be invoiced in equal monthly payments.
3. Sales Tax: If applicable, a copy of your Sales Tax Direct Pay Certificate or your Sales Tax Exemption Certificate must be returned with this Order Form.

D. Special Provisions

1. In addition to the Anthology Master Agreement referenced above and the terms of this Order Form, Exhibit A-1 attached hereto shall also govern Customer's use of the Enterprise, Admissions, and Engagement Software ("EAE Software") set forth in the Product and Pricing Summary. The fees set forth in Section A of this Order Form are inclusive of the fees for the EAE Software set forth in Exhibit A-1. The EAE Software shall include, as applicable: Anthology Student, Anthology Occupation Insight, Anthology Finance & HCM, Anthology Payroll, and Anthology Student Verification.
2. Customer and Anthology agree that Anthology is entering into this Agreement on behalf of Ellucian Company LLC, through itself or one of its affiliated companies ("Ellucian"). Upon execution, the entire Agreement is assigned from Anthology to Ellucian, and Ellucian is deemed the contracting party for all purposes. Notwithstanding the foregoing, invoices under this Agreement may be issued by, and payments may be made to, either Anthology or Ellucian, as designated in the applicable invoice.

Sales Approved: Cheryl Friedman
Initial: 

Sales Approved:
Initial:

Customer: Navajo County Community College District,
Signature:

Name: Michael Jacob
Title:
Date:

Anthology Inc.
Signature: 
Name: Michael Pohorylo
Title: Chief Legal and Administrative Officer
Date: 15-Apr-2026

Blackboard does not require a PO for the purchase or payment of the products on this Order Form. If your organization requires a PO in addition to this signed contract, please provide all known information here. If a PO will be issued after signature, indicate 'Pending' in the PO Number field.
PO Number: PO Amount:
Attach PO or send PO to Operations@Blackboard.com (Optional):
Attach Tax Exemption (Optional):

Invoicing
Send Invoices via email to:
1. Name: Email:
2. Name: Email:
3. Name: Email:

In Process

Exhibit A-1

A. SAAS TIER

Customer is subscribed to the Premium SaaS Tier.

B. ANTHOLOGY SOFTWARE, SCOPE, AND FEES

Anthology® Software	Record Count and Users
Anthology Student™	1,900 FTEs
Additional Services <i>(email and storage for the services below are for reasonable use, as determined by Anthology)</i>	Users and Scope
SMS – US	
	Up to <u>100,000</u> messages/month <u>20</u> long codes <u>0</u> short codes

Anthology Software	Rate
Anthology Student™	\$28,875.87/month

In Process

Offer Expiration: The pricing and terms in this Order Form shall expire if not executed by Customer by May 20, 2026.

C. BILLING

Billing Contact: No change

D. MAXIMUM NUMBER OF CAMPUSES for Anthology Student: 1

Campus names and addresses:

Campus names and addresses:

Institution	Address	Unit ID / IPEDS ID	OPEID
Holbrook	2251 E. Navajo Blvd. Holbrook, AZ 86025	105349	01186200

E. ENVIRONMENTS

The Premium SaaS Tier includes access to one (1) Production Environment and access to one (1) Non-production Environments.

Customer shall receive access to 0 additional Non-production Environments.

If required, Customer will receive a data validation environment at no charge through the period ending thirty (30) days after the Go-Live date. At the end of such period the data validation environment will be automatically terminated by Anthology.

Request for Sparklight Contract

Recommendation:

Staff recommends approval of the Sparklight network infrastructure services agreements for a 36-month term totaling \$546,931.00."

Procurement Process and Budget Information:

This is a budgeted expense under the college's telecommunications and network infrastructure budget.

The agreements include Dedicated Internet Access (DIA), Ethernet Private Line (EPL) services, and network connectivity upgrades across multiple college locations. Total monthly recurring charges are \$12,770.00 per month (\$1,150.00 for the St. Johns circuit and \$11,620.00 for all remaining locations), resulting in an annual expense of \$153,240.00 and a total three-year cost of \$459,720.00.

A one-time installation charge of \$87,211.00 is required for the St. Johns location. Sparklight has waived all installation fees for the remaining locations included in the agreements.

Summary:

Sparklight services will provide upgraded internet and network connectivity for multiple Northland Pioneer College campuses and sites. These upgrades will improve bandwidth, reliability, redundancy, and overall network performance throughout the district.

The upgraded infrastructure will provide:

- Increased internet bandwidth across campuses
- Improved network reliability and performance
- Dedicated fiber and EPL connectivity between locations
- Enhanced support for instructional technology, online learning, and administrative operations
- Improved redundancy and resiliency for critical network services
- Scalable infrastructure to support future growth and technology demands

These services are essential to maintaining stable and secure network operations across the college and support the college's ongoing network modernization initiative. The recommendation from ITS leadership is to proceed with the agreements to support long-term operational and connectivity needs.



**Business Service Agreement**

Date: 5/5/2026, 11:10 AM

OFFICE:	PRESCOTT, AZ	ACCOUNT EXECUTIVE:	Jerry Payne
COMPANY NAME:	Cable One, Inc. d/b/a Sparklight ("Sparklight Business")	TELEPHONE:	(928) 227-1750
STREET ADDRESS:	210 E Earll Dr	FAX:	
CITY/STATE/ZIP	Phoenix AZ 85012	EMAIL:	jerry.payne@sparklight.biz

CUSTOMER COMPANY NAME	Northland Pioneer College	AUTHORIZED CUSTOMER CONTACT:	Von Lawson
STREET ADDRESS:	1001 W Deuce of Clubs	TELEPHONE:	8002667845
CITY/STATE/ZIP	Show Low, AZ, 85901	EMAIL:	von.lawson@npc.edu

CONTRACT TOTALS

TOTAL MRC	INSTALLATION CHARGES	TOTAL NON-RECURRING CHARGES	BUILD FINANCING	RECURRING (FINANCED)
\$1,150.00	\$0.00	\$87,211.00	N	

Term Length: 36

LOCATION(S) OF SERVICE AS PART OF THIS AGREEMENT

SITE NAME	ADDRESS	OffNet Location	SERVICE MRC
NPC STJ NAVIT	955 13th W St Johns, AZ 85936	No	\$1,150.00

TYPE II - EPL DETAILS

Site Name	Quantity	Product Name	Bandwidth	Price Each	Service MRC
NPC STJ NAVIT	1	Type II Circuit - EPL - Retail	1000	\$1,150.00	\$1,150.00

SPECIAL CONDITIONS

Customer acknowledges that Sparklight Business will incur significant construction costs processing this service order. Customer agrees to reimburse Sparklight Business for all of its construction costs if Customer terminates service before the end of the contract term. If Customer cancels the contract before the construction has been completed and service initiated, Customer will reimburse Sparklight Business for its construction costs, which are estimated at \$87,211.00, incurred up to the date of cancellation.

AGREEMENT

THE SERVICE CHARGES TOTAL \$1,150.00 PER MONTH. THESE FEES AND CHARGES ARE SUBJECT TO ADDITIONAL APPLICABLE LOCAL, STATE AND FEDERAL TAXES AND SERVICE FEES.

By signing below, I acknowledge that I have read, understand, and agree to be bound by and comply with the above service information and charges, and the attached terms and conditions and service-specific agreements. I warrant that I am the Customer or have the authority to represent and bind the Customer. If I provide an email address, a copy of this document and the relevant service-specific agreements will be emailed to me for my records. I understand that I have the right to receive paper copies of this and any other agreements applicable to the Service(s) I have ordered by calling my local Sparklight Business office, and I consent to the use of electronic documents and signature. I acknowledge that I may cancel this agreement without an early termination penalty within thirty (30) days.

CUSTOMER SIGNATURE SECTION

CUSTOMER AUTHORIZED SIGNATURE	
PRINTED NAME	
TITLE	
EFFECTIVE DATE	

SPARKLIGHT BUSINESS SIGNATURE SECTION

SPARKLIGHT AUTHORIZED SIGNATURE	
PRINTED NAME	Darla Cigainero
TITLE	Sr Director, Business Services
EFFECTIVE DATE	

SPARKLIGHT BUSINESS FIBER SERVICES AGREEMENT

This Fiber Services Agreement ("Agreement") is made on 5/5/2026, 11:10 AM by and between Cable ONE, Inc. ("Sparklight") located at 210 East Earll Drive, Phoenix, AZ 85012 and Northland Pioneer College ("Subscriber"), located at 1001 W Deuce of Clubs, Show Low, AZ, 85901.

THE PARTIES AGREE AS FOLLOWS:

SECTION 1: DATA SERVICES

During the term of this Agreement, Sparklight shall provide fiber optic Ethernet Private Line service ("Data Service") to the locations set forth in the Fiber Services Agreement and fully described therein. In addition to the Data Services, Subscriber may choose to purchase optional Managed Service as further described in Section 2. Subscriber warrants that it has accurately indicated to Sparklight whether the Data Service traffic will be used for more than 10% interstate traffic in which case Federal USF will apply or 10% or less in which case State USF may apply. Subscriber agrees that this service is in addition to any existing services subscribed to by Subscriber. Any existing services will not be disconnected as a result of this Agreement. It is Subscriber's sole responsibility to disconnect any existing services. Sparklight will continue to bill Subscriber for any existing services until disconnected by Subscriber.

SECTION 2: MANAGED SERVICE

Subscriber may, at its option purchase Sparklight's Managed Service to run for a term consecutive with Subscriber's Data Services, including Managed Router Service or Managed Security Service. Managed Router Service provides a router/security appliance installed at the Subscriber's site delivering common network security functions including firewall, Secure VPN, and SD-WAN. Managed Security Service includes the features of Managed Router Service, plus content filtering and intruder prevention and detection, monitoring external internet threats at designated access points to the Subscriber's computer network using the firewall appliance placed at Subscriber's premises, managed by Sparklight. Sparklight will configure each router/security appliance to subscriber's firewall policy, to operate in accordance with that firewall policy and the manufacturer's specifications for the particular router/security appliance. SPARKLIGHT will implement changes to Subscriber's firewall policy within four business hours of receiving Subscriber's request.

In addition to other limitations of liability included herein, the following limitation of liability applies to the Managed Service product(s) identified in this Section 2:

SPARKLIGHT'S MANAGED SERVICE AND EQUIPMENT PROVIDED THEREWITH DOES NOT CAUSE AND CANNOT ELIMINATE OCCURRENCES OF THE EVENTS THEY ARE INTENDED TO DETECT OR AVERT. SPARKLIGHT MAKES NO GUARANTY OR WARRANTY, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, THAT THE MANAGED SERVICE OR EQUIPMENT SUPPLIED WILL DETECT OR AVERT SUCH EVENTS OR THE CONSEQUENCES THEREFROM. ACCORDINGLY, SPARKLIGHT DOES NOT UNDERTAKE ANY RISK THAT SUBSCRIBER'S PERSON OR PROPERTY, OR THE PERSON OR PROPERTY OF OTHERS, MAY BE SUBJECT TO INJURY OR LOSS IF SUCH AN EVENT OCCURS. THE ALLOCATION OF SUCH RISK REMAINS WITH SUBSCRIBER, NOT SPARKLIGHT. INSURANCE, IF ANY, COVERING SUCH RISK SHALL BE OBTAINED BY SUBSCRIBER. SPARKLIGHT SHALL HAVE NO LIABILITY FOR LOSS, DAMAGE OR INJURY DUE DIRECTLY OR INDIRECTLY TO EVENTS, OR THE CONSEQUENCES THEREFROM, WHICH THE MANAGED SERVICE IS INTENDED TO DETECT OR AVERT. SUBSCRIBER SHALL LOOK EXCLUSIVELY TO ITS INSURER AND NOT TO SPARKLIGHT TO PAY SUBSCRIBER IN THE EVENT OF ANY SUCH LOSS, DAMAGE OR INJURY. SUBSCRIBER RELEASES AND WAIVES FOR ITSELF AND ITS INSURER ALL SUBROGATION AND OTHER RIGHTS TO RECOVER FROM SPARKLIGHT ARISING AS A RESULT OF PAYING ANY CLAIM FOR LOSS, DAMAGE OR INJURY OF SUBSCRIBER OR ANOTHER PERSON.

SECTION 3: FEES

In consideration of the equipment and services provided to Subscriber for the Term of the Agreement and as described below, Subscriber shall pay the following fees and charges to Sparklight Business in the manner set forth herein. These fees and charges are subject to additional applicable local, state and federal taxes and service fees as required or authorized by law. Recurring monthly charges shall be payable in advance of each month of service during the term hereof. Monthly charges will commence on the date of circuit hand-off by Sparklight and shall remain in effect until term specified in Section 4: Term. Installation and construction charges are due 20 days after execution of this Agreement. Any payment not made when due will be subject to a late fee. Questions regarding a bill must be provided to Sparklight within 60 days of receipt of the billing statement in question. Failure to notify Sparklight of a dispute shall constitute acceptance of the bill. Undisputed portions of the billing statement must be paid before next billing statement is issued to avoid an administrative fee for late payment.

SECTION 4: TERM

This Agreement shall remain in effect for a term of 36 months commencing on the date that Sparklight completes the installation of the Data Service and Managed Service as applicable, and shall be automatically renewed on a month to month basis unless written notice of intent not to renew is provided by either party no later than 30 days prior to the end of the initial 36 month term or any automatic monthly renewal term. For the sake of clarity, this section is only addressing terminations effective at the end of a term. Notice must be given to the other party at the address shown herein (or such other address as is subsequently provided in writing).

SECTION 5: ENGINEERING REVIEW

Activation of Data Service and Managed Service as applicable is subject to Sparklight Business's engineering review for distribution availability by existing cable plant as well as review of other external factors and may require additional fees. In the event Sparklight Business determines that Data Service is not available to the Premises of Subscriber, this Agreement shall be void, and Subscriber shall be entitled to a refund of all prepaid charges in accordance with Sparklight Business's refund policies.

SECTION 6: INSTALLATION & MAINTENANCE OF SPARKLIGHT EQUIPMENT

Subscriber hereby grants to Sparklight Business (subject to any necessary governmental or third party approvals) the right to install all necessary equipment for receiving Data Service and Managed Service as applicable. Subscriber, at no cost to Sparklight Business, shall secure throughout the term of Service any easements, leased or other agreements necessary to allow Sparklight Business to use existing pathways into and in each Building. Sparklight Business-owned equipment provided to Subscriber hereunder shall be maintained by Sparklight Business in good operating condition. Such maintenance obligation is contingent upon Subscriber notifying Sparklight Business, in a timely manner, when repair or maintenance is necessary. Except for Sparklight Business's maintenance obligations as set forth herein, Subscriber shall indemnify Sparklight Business and hold it harmless from and against any and all losses, claims and expenses relating to the equipment provided hereunder to Subscriber, including without limitation, losses caused by accident, fire, theft or misuse of equipment.

Subscriber shall provide Sparklight Business with reasonable access to the Premises during normal hours for purposes of performing required maintenance. Sparklight Business shall retain ownership of all equipment provided hereunder, including all data transmission equipment, router/security appliances for Managed Service, drop and fiber optic material required to provide Service to the business. Subscriber shall not, directly or indirectly, sell, mortgage, pledge, or otherwise dispose or encumber any Sparklight Business-owned equipment provided to Subscriber, nor shall it change the location of, tamper with, damage, mishandle or alter in any manner such equipment. Subscriber also shall not relocate Sparklight Business-owned equipment within its Premises. In addition, if Subscriber decides to move Premises, Subscriber shall notify Sparklight Business of its move. Sparklight Business will relocate the Sparklight Business-owned equipment for Subscriber within Subscriber's Premises or, in accordance with Section 5, to other Premises; Subscriber acknowledges that it may incur additional charges for such relocation. Subscriber shall, upon the expiration or earlier termination of this Agreement, promptly return to Sparklight Business all of such equipment in good condition (or pay the full replacement value therefore). If services are no longer provided to the Subscriber's Premises, Subscriber shall provide Sparklight Business with reasonable access to such Premises for purpose of removing any Sparklight Business-owned equipment. Sparklight Business shall have no obligation to install, operate or maintain subscriber provided facilities or equipment.

SECTION 7: USE OF DATA SERVICE AND EQUIPMENT

Subscriber's use of the Data Service and Managed Service as applicable and equipment is subject to adherence to Sparklight's acceptable use policy where applicable. Subscriber shall not use the Data Service or equipment to directly or indirectly:

- (a) invade another person's privacy, unlawfully use, possess, post, transmit or disseminate obscene, profane or pornographic material; post, transmit, distribute or disseminate content that is unlawful, threatening, abusive, libelous, slanderous, defamatory, materially false, inaccurate or misleading or otherwise offensive or objectionable; unlawfully promote or incite hatred; or post, transmit or disseminate objectionable information, including, without limitation, any information constituting or encouraging conduct that would constitute a criminal offense, give rise to civil liability, or otherwise violate any municipal, provincial, federal or international law, order, rule, regulation for policy or any network accessed using the Service;
- (b) access any computer, software, data, or any confidential, copyright protected or patent protected material of any other person or entity, without the knowledge and consent of such person or entity, nor use any tools designed to facilitate such access;

- (c) collect a listing or directory of Sparklight Business subscribers, or if any such directory is made available, use, copy or provide to any person or entity (whether or not for a fee) such directory or any portion thereof;
- (d) upload, post, publish, deface, modify, transmit, reproduce, or distribute in any way, information, software or other material obtained through Sparklight Business that is protected by copyright, or other proprietary right, or related derivative works, without obtaining permission of the copyright owner or right holder; or otherwise violate the rights of any person or entity, including the misuse, misappropriation or other violation of any intellectual property of any person or entity;
- (e) alter, modify or tamper with the equipment or any feature of the Data Service and Managed Service as applicable, including, without limitation, attempt to disassemble, decompile, create derivative works of, reverse engineer, modify, sublicense, distribute or use the equipment for any purpose other than as expressly permitted;
- (f) restrict, inhibit or otherwise interfere with the ability of any other person to use or enjoy the Data Service or the Internet generally or create an unusually large burden on Sparklight Business's network, including, without limitation: posting or transmitting any information or software that contains a virus, lock, key, bomb, worm, Trojan horse or other harmful or debilitating feature, distributing mass or unsolicited messages, chain letters, surveys, advertising, promotional materials or commercial solicitations (i.e., spam) or mass chat room or bulletin board posts, or otherwise generating levels of traffic sufficient to impede others' ability to send or retrieve information;
- (g) interfere with computer networking, cable or telecommunications services to or from any Internet user, host or network, including but not limited to denial of service attacks, overloading a service, improper seizure and abuse of operator privileges ("hacking") or attempting to "crash" a host;
- (h) falsely assume the identity of any other individual or entity, including, without limitation an employee or agent of Sparklight Business, for any purpose, including, without limitation, accessing or attempting to access any account for which Subscriber is not an authorized user; or
- (i) resell or share any portion of this Data Service and Managed Service as applicable to a third party.

In addition to our termination rights set out elsewhere in this Agreement and otherwise available at law, Sparklight Business may suspend service or terminate this Agreement if Subscriber engages in one or more of the above prohibited activities. Additionally, Sparklight Business reserves the right to charge Subscriber for any direct or indirect costs incurred by Sparklight Business or its affiliates in connection with Subscriber's breach of any provision of this Agreement, including costs incurred to enforce Subscriber's compliance with it.

SECTION 8: CONTENT ACCESSED AND PURCHASES MADE THROUGH SPARKLIGHT

Subscriber acknowledges and agrees that there is some content accessible through the Data Service and the Internet that may be offensive, or that may not be in compliance with applicable law. For example, it is possible to obtain access to content that is pornographic, obscene, or otherwise inappropriate or offensive, particularly for children. Sparklight Business does not assume any responsibility for or exercise any control over the content accessible through the Data Service. Subscriber accesses and uses all content obtained through the Data Service and Managed Service as applicable at Subscriber's own risk, and Sparklight Business will not be liable for any claims, losses, actions, damages, suits or proceedings arising out of or otherwise relating to Subscriber's access to or use of such content. In addition, Sparklight Business shall not be responsible for any of Subscriber's purchases or charges on the Internet.

SECTION 9: COPYRIGHT MATERIALS

Subscriber shall hold Sparklight Business harmless for any improper use of copyrighted materials accessed through Sparklight Business's Data Service. Sparklight Business bears no responsibility for, and Subscriber agrees to assume all risks regarding, the alteration, falsification, misrepresentation, reproduction, or distribution of copyrighted materials without the proper permission

of the copyright owner. If Sparklight Business receives notice under the Digital Millennium Copyright Act, 17 U.S.C. § 512, that Subscriber has allegedly infringed the intellectual property rights of a third party, Sparklight Business retains the right to take down or disable access to the allegedly infringing material. It is Sparklight Business's policy, in appropriate circumstances, to terminate the accounts of subscribers who repeatedly infringe the intellectual property rights of third parties. Sparklight Business also will take such other action as appropriate under the circumstances to preserve our rights.

SECTION 10: SUBSCRIBER'S RESPONSIBILITY FOR SECURITY

Sparklight Business uses resources that are shared with many other subscribers. Moreover, Sparklight Business provides access to the Internet, a public network, which is used by millions of other users. Information (personal and otherwise) transmitted over such public network necessarily may be subject to interception, eavesdropping or misappropriation by unauthorized parties. Subscriber shall be solely responsible for taking the necessary precautions to protect itself and its equipment, files and data against any risks inherent in the use of this shared resource. Sparklight Business will not be liable for any claims, losses, actions, damages, suits or proceedings resulting from, arising out of or otherwise relating to Subscriber's failure to take appropriate security measures.

SECTION 11: RIGHT TO MONITOR AND DISCLOSE CONTENT

Sparklight Business has no obligation to monitor content provided through the Data Service and Managed Service as applicable. However, Subscriber agrees that Sparklight Business has the right to monitor content electronically from time to time and to disclose any information as necessary to: (a) conform to the edicts of the law or comply with legal process served on Sparklight Business, (b) protect and defend the rights or property of Sparklight Business, its Data Service or the users of the Data Service, whether or not required to do so by law, or (c) protect the personal safety of users of Sparklight Business's Data Service or the public. We reserve the right to either refuse to post or to remove any information or materials, in whole or in part, that we decide are unacceptable, undesirable, or in violation of this Agreement.

SECTION 12: SUBSCRIBER PASSWORDS

Subscriber is responsible for all use of Subscriber's account(s) and for maintaining the confidentiality of passwords. Subscriber shall immediately notify Sparklight Business about: (i) any loss or theft of Subscriber's password, or (ii) any unauthorized use of Subscriber's password or of the Service. If any unauthorized person obtains access to the Service as a result of any act or omission by Subscriber, Subscriber shall use best efforts to ascertain the source and manner of the unauthorized acquisition. Subscriber shall additionally cooperate and assist in any investigation relating to any such unauthorized access.

SECTION 13: SUBSCRIBER PRIVACY

Sparklight Business is committed to protecting the privacy of Subscriber's personal information. Sparklight Business's privacy policy regarding the collection, use and disclosure of personal information is posted on Sparklight Business's website (www.cableone.net). Subscriber acknowledges that he or she has read and accepted the terms and conditions of such statement.

SECTION 14: ASSIGNMENT

Subscriber shall not assign its rights or delegate its duties under this Agreement without the prior written consent of Sparklight Business, which consent shall not be unreasonably withheld. Any assignment of this Agreement by Subscriber without Sparklight Business's written consent shall be void and shall, at the Sparklight Business's option, constitute a breach hereof by Subscriber. In the event Subscriber is a business entity and ceases to do business at the Premises, Subscriber shall return to Sparklight Business all Sparklight Business-owned equipment installed at the Premises; such cessation shall not, however, reduce Subscriber's payment obligations hereunder unless Sparklight Business otherwise agrees in writing. This Agreement shall be fully assignable by Sparklight Business. Subject to the foregoing, this Agreement shall be binding upon and shall insure to benefit of the parties and their respective successors, representatives and assigns.

SECTION 15: TERMINATION BY SPARKLIGHT BUSINESS

If Subscriber fails to perform any of its obligations hereunder, does not cure such breach within thirty (30) days after written notice thereof from Sparklight Business, or if Subscriber becomes insolvent or bankrupt, Sparklight Business, in addition to all other rights it may have under law or this Agreement, shall have the right (i) to declare all amounts to be paid by Subscriber during the remaining term hereof immediately due and payable, (ii) to cease providing services to Subscriber, and (iii) immediately to enter the Premises and take possession of all Sparklight Business -owned equipment without liability to Subscriber therefore and without relieving Subscriber of its obligations under this Agreement. Subscriber shall reimburse Sparklight Business for all costs and expenses, including reasonable attorney's fees and court costs, incurred in connection with Sparklight Business's exercise of its rights under this Agreement.

Sparklight Business may, in its sole discretion, immediately terminate this Agreement in the event that it is unable to provide Service due to any law, rule, regulation, Force Majeure event, or judgment of any court or government agency. In the event Sparklight Business is declared to be a common carrier by a law, rule, regulation, or judgment of any court or government agency, Sparklight Business may terminate this Agreement.

SECTION 16: TERMINATION BY SUBSCRIBER

If Sparklight Business fails to perform any of its obligations hereunder, does not cure such breach within thirty (30) days after written notice thereof from Subscriber, or if Sparklight Business becomes insolvent or bankrupt, Subscriber, in addition to all other rights it may have under law or this Agreement, shall have the right to terminate this Agreement without penalty and will only be responsible for any fees it incurs prior to cessation of service. If Subscriber exercises its termination right, Sparklight Business shall remove all Sparklight Business-owned equipment without cost or fee to Subscriber.

Should Subscriber engage in early termination of the Agreement but without the justification of a Sparklight Business breach, Subscriber will be required to pay an early termination penalty consisting of 100% of the monthly fees for the remaining period of the term. Upon termination request, subscriber recognizes that they are solely responsible for providing correct account information including account numbers, addresses, circuit ID's, as requested on the Disconnect Form. Subscriber acknowledges that failure to provide correct account information could result in continued billings. Sparklight will continue to bill Subscriber for existing services until correct information has been provided.

SECTION 17: DATA SERVICE AND EQUIPMENT

This Section 17 applies only to Direct Internet Access (DIA) or NON-SLA Ethernet Private Line (EPL) Subscribers. Service Level Agreements for Wavelength, EzEthernet, or Fiber EPL are included in a product-specific Exhibit(s) attached to and incorporated into this Agreement.

(a) EXCEPT AS PROVIDED IN SECTION 17(b), SPARKLIGHT BUSINESS'S DATA SERVICE AND EQUIPMENT ARE PROVIDED WITHOUT WARRANTIES OR CONDITIONS OF ANY KIND WITH RESPECT TO THE DELIVERY OR PERFORMANCE OF THE EQUIPMENT, ANY SERVICE, SPARKLIGHT BUSINESS'S NETWORK, OR ANY WORK PERFORMED UNDER THIS AGREEMENT INCLUDING ANY AND ALL WARRANTIES OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE OR USE OR ARISING FROM A COURSE OF DEALING, USAGE OR TRADE, AND ALL SUCH WARRANTIES ARE HEREBY EXPRESSLY EXCLUDED. FOR ADDITIONAL CLARIFICATION, SPARKLIGHT BUSINESS DOES NOT WARRANT THAT SUBSCRIBER'S USE OF THE DATA SERVICE WILL BE UNINTERRUPTED OR ERROR-FREE, BUG-FREE OR VIRUS-FREE. IN ADDITION, SPARKLIGHT BUSINESS DOES NOT WARRANT THAT ANY DATA OR FILES SENT BY OR TO SUBSCRIBER WILL BE TRANSMITTED IN A SECURE OR UNCORRUPTED FORM OR WITHIN A REASONABLE PERIOD OF TIME. IN THE EVENT THAT SUBSCRIBER'S BUSINESS REQUIRES CONTINUOUS AND UNINTERRUPTED SERVICE, SUBSCRIBER MAY WISH TO OBTAIN A SECONDARY SERVICE FROM AN ALTERNATE PROVIDER. (b) EXCLUDING EVENTS BEYOND SPARKLIGHT BUSINESS'S CONTROL, SPARKLIGHT BUSINESS REPRESENTS THAT IT WILL MAINTAIN 99.99% SERVICE AVAILABILITY. THE AVAILABILITY OF SERVICE IS MEASURED BY SERVICE DOWNTIME ("SERVICE DOWNTIME" OR "DOWNTIME"). SERVICE DOWNTIME SHALL MEAN TIME WHEN SUBSCRIBER IS NOT ABLE TO TRANSMIT AND RECEIVE DATA THROUGH SUBSCRIBER'S ACTIVE SPARKLIGHT BUSINESS PORT(S). SERVICE DOWNTIME BEGINS WHEN SUBSCRIBER REPORTS THE DOWNTIME TO SPARKLIGHT BUSINESS AND A TROUBLE TICKET IS OPENED. SERVICE DOWNTIME ENDS WHEN SUBSCRIBER'S SERVICE HAS BEEN RESTORED AND THE TROUBLE TICKET HAS BEEN CLOSED BY SPARKLIGHT BUSINESS.

SPARKLIGHT BUSINESS WILL ALLOW A PRO-RATED CREDIT AGAINST FUTURE PAYMENT FOR SERVICE DOWNTIME AS SET FORTH BELOW, EXCEPT AS SPECIFIED IN "EXCEPTIONS TO CREDIT ALLOWANCES."

LENGTH OF SERVICE INTERRUPTION	PERIOD TO BE CREDITED
Less than 00:04:32 hours	NONE
00:04:32 hours up to 06:00:00 hours	3 Days of the Monthly Charges
06:00:01 up to 12:00:00	7 Days of the Monthly Charges
12:00:01 up to 24:00:00	Half of the Monthly Charges
24:00:01 and above	Full Month Charges

THE TOTAL NUMBER OF CREDIT ALLOWANCES PER MONTH SHALL NEVER EXCEED THE MONTHLY CHARGE FOR THE AFFECTED SERVICE. SERVICE DOWNTIME CANNOT BE AGGREGATED FOR THE PURPOSES OF DETERMINING THE CREDIT ALLOWANCE.

EXCEPTIONS TO CREDIT ALLOWANCES

SERVICE DOWNTIME SHALL NOT QUALIFY FOR THE REMEDIES OUTLINED ABOVE IF SUCH DOWNTIME IS A RESULT OF: (1) FORCE MAJEURE EVENTS, (2) ACTS OF GOD, (3) SCHEDULED MAINTENANCE EVENTS, (4) THE ACTIONS OR OMISSIONS OF SUBSCRIBER OR PERSONS ACTING ON BEHALF OF SUBSCRIBER, INCLUDING EMPLOYEES, AGENTS AND CONTRACTORS (5) THE FAILURE OF HARDWARE, EQUIPMENT, CIRCUITS, APPLICATIONS OR SYSTEMS NOT OWNED OR CONTROLLED BY SPARKLIGHT BUSINESS, (6) SPARKLIGHT BUSINESS'S INABILITY TO CONTACT SUBSCRIBER OR SPARKLIGHT BUSINESS'S LACK OF ACCESS TO SUBSCRIBER'S PREMISES AS A RESULT OF SUBSCRIBER'S LIMITED AVAILABILITY, (7) SPARKLIGHT BUSINESS'S TERMINATION OF SERVICE FOR CAUSE INCLUDING MATERIAL BREACH AND SUBSCRIBER'S USE OF SERVICE IN UNLAWFUL MANNER OR IN VIOLATION OF SPARKLIGHT BUSINESS'S ACCEPTABLE USE POLICY.

SECTION 18: LIMITATION OF LIABILITY

UNLESS OTHERWISE SPECIFIED IN THIS AGREEMENT, SPARKLIGHT BUSINESS SHALL NOT BE LIABLE TO SUBSCRIBER FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL OR EXEMPLARY DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, GOODWILL, USE, DATA OR OTHER INTANGIBLE LOSSES (EVEN IF SPARKLIGHT BUSINESS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES), RESULTING DIRECTLY OR INDIRECTLY FROM:

- (a) THE USE OR THE INABILITY TO USE THE DATA SERVICE AND MANAGED SERVICE AS APPLICABLE;
- (b) UNAUTHORIZED ACCESS TO OR ALTERATION OF SUBSCRIBER'S TRANSMISSIONS OR DATA;
- (c) STATEMENTS OR CONDUCT OF ANY THIRD PARTY ON THE DATA SERVICE; OR
- (d) ANY OTHER MATTER RELATING TO SPARKLIGHT BUSINESS'S DATA SERVICE OR EQUIPMENT. THIS SECTION SHALL SURVIVE ANY TERMINATION OF THIS AGREEMENT.

SECTION 19: INDEMNIFICATION

Subscriber shall indemnify, defend, and hold Sparklight Business, its subsidiaries, members, affiliates, officers, directors, employees, and agents harmless from any claim, demand, liability, expense, or damage, including costs and reasonable attorneys' fees, asserted by any third party relating to or arising out of Subscriber's use of or conduct on the Sparklight Business Data Service and Managed Service as applicable. Sparklight Business will notify Subscriber within a reasonable period of time about any claim for which Sparklight Business seeks indemnification and will afford Subscriber the opportunity to participate in the defense of such claim, provided that Subscriber's participation will not be conducted in a manner prejudicial to Sparklight Business's interests, as reasonably determined by Sparklight Business. This Section shall survive termination of this Agreement.

SECTION 20: NONDISCLOSURE

- (a)
Unless prior written consent is obtained from a party hereto, the other party will keep in strictest confidence all information identified by the first party as confidential, or which, from the circumstances, in good faith and in good conscience, should be treated as confidential; provided that (a) the owner thereof has taken reasonable measures to keep such information secret; and (b) the information derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable through proper means by the public. Such information includes but is not limited to all forms and types of financial, business, scientific, technical, economic, or engineering information, including patterns, plans, compilations, program devices, formulas, designs, prototypes, methods, techniques, processes, procedures programs, or codes, whether tangible or intangible, and whether or not stored, compiled, or memorialized physically, electronically, graphically, photographically, or in writing. A party shall be excused from these nondisclosure provisions if the information has been, or is subsequently, made public by the disclosing party, is independently developed by the other party, if the disclosing party gives its express, prior written consent to the public disclosure of the information, or if the disclosure is required by any law or governmental or quasi-governmental rule or regulation.

- (b)
Each party agrees that violation of this section 20 would result in irreparable injury and the injured party shall be entitled to seek equitable relief, including injunctive relief and specific performance in the event of any breach hereof.

SECTION 21: MISCELLANEOUS

(a)

This Agreement is governed by the laws of the State of Arizona. Subscriber hereby consents to the exclusive jurisdiction and venue of courts in Maricopa County, AZ in all disputes arising out of or relating to this Agreement and/or use of the Data Service and Managed Service as applicable and/or Sparklight Business-owned equipment.

(b)

This Agreement constitutes the entire Agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, conversations, representations, promises of warranties (express or implied) whether verbal or written. No modification of this Agreement shall be valid unless made in writing and signed by both parties.

(c)

The waiver of a breach of any provision of this Agreement shall not be construed as waiver of any subsequent breach of the same or a different provision of this Agreement.

(d)

If any clause or provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws effective during the term hereof, then, and in the event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby.

SECTION 22: ENTERPRISE WIFI

Enterprise Wi-Fi provides the Subscriber with the ability to extend and change coverage of Subscriber's property through multiple Wi-Fi access points and exert substantial control over the Enterprise Wi-Fi service including configurations through a mobile Android or IOS app. Primarily designed for Fiber customers only, the Enterprise Wi-Fi service enables complete property coverage without an appreciable loss of download speed. A Subscriber to Enterprise Wi-Fi may request a further extension of Wi-Fi coverage throughout Subscriber's property which will entail provision of additional nodes (extenders) at additional cost. Sparklight Business will manage the extenders for the Subscriber. Subscriber acknowledges that while Sparklight Business has provided greater cybersecurity through the app for the Enterprise Wi-Fi service, with among other features, built-in malware scanning and blocking, Sparklight Business cannot guarantee that third parties will never hack or otherwise gain access to Subscriber's Wi-Fi transmissions and you agree that Sparklight Business will not be liable for among other things, any interception or transmissions, computer viruses, loss of data, file corruption or damage to Subscriber's computer.

SECTION 23: ENTERPRISE WIFI SUBSCRIBER RESPONSIBILITIES

Notwithstanding the more specific Subscriber responsibilities, in general, Subscriber is responsible for using the Wi-Fi service in ways that does not interfere with or diminish the use or enjoyment of the Wi-Fi service by others. Subscriber may not use the Wi-Fi service for any unlawful purpose or to disseminate any information that is harassing, threatening or that constitutes Spam. Subscriber also agrees that as the account holder, Subscriber is responsible for the use of the Wi-Fi service by its guests or any parties that, with or without permission, use the Subscriber's account to access the Wi-Fi service.

SECTION 24: BORDER GATEWAY PROTOCOL (BGP) RESPONSIBILITIES

Sparklight supports BGP-4 routing, available to Customers as an optional service feature. Customers electing to receive BGP service must provide Sparklight with an Autonomous System Number (ASN) assigned to Customer by the American Registry for Internet Numbers (ARIN). Customer must provide the equipment and services necessary to support BGP service, including but not limited to: multihomed internet access, a BGP-4 capable router, enough memory to run BGP-4, and internal technical support capable of maintaining the Service on Customer's equipment. Additional information and requirements for BGP routing will be provided to the Customer upon request.

**Business Service Agreement**

Date: 5/5/2026, 10:57 AM

OFFICE:	PRESCOTT, AZ	ACCOUNT EXECUTIVE:	Jerry Payne
COMPANY NAME:	Cable One, Inc. d/b/a Sparklight ("Sparklight Business")	TELEPHONE:	(928) 227-1750
STREET ADDRESS:	210 E Earll Dr	FAX:	
CITY/STATE/ZIP	Phoenix AZ 85012	EMAIL:	jerry.payne@sparklight.biz

CUSTOMER COMPANY NAME	Northland Pioneer College	AUTHORIZED CUSTOMER CONTACT:	Von Lawson
STREET ADDRESS:	1001 W Deuce of Clubs	TELEPHONE:	8002667845
CITY/STATE/ZIP	Show Low, AZ, 85901	EMAIL:	von.lawson@npc.edu

CONTRACT TOTALS

TOTAL MRC	INSTALLATION CHARGES	TOTAL NON-RECURRING CHARGES	BUILD FINANCING	RECURRING (FINANCED)
\$11,620.00	\$0.00	\$0.00	N	

Term Length: 36**LOCATION(S) OF SERVICE AS PART OF THIS AGREEMENT**

SITE NAME	ADDRESS	OffNet Location	SERVICE MRC
Holbrook Pad	120 N 1st Ave Holbrook, AZ 86025	No	\$600.00
NPC Holbrook	2251 Navajo Blvd Holbrook, AZ 86025-1824	No	\$3,400.00
NPC Springerville	830 E Main St Ste 230 Springerville, AZ 85938	No	\$1,150.00
NPC St Johns	65 S 3rd W St Johns, AZ 85936	No	\$1,150.00
Snowflake SCC	1611 S MAIN ST SNOWFLAKE, AZ 85937-5619	No	\$600.00
Taylor	1840 W Papermill Rd Taylor, AZ 85939-2539	No	\$600.00
White Mountain Campus	1001 W DEUCE OF CLUBS SHOW LOW, AZ 85901-6211	No	\$3,520.00
Winslow	1400 E Third St Winslow, AZ 86047-4404	No	\$600.00

DIA DETAILS

Site Name	Quantity	Product Name	Bandwidth	Price
NPC Holbrook	1	Dedicated Internet Access - Retail	7000	\$2,600.00
NPC Holbrook	1	/29 - 5 IP	7000	\$0.00
White Mountain Campus	1	Dedicated Internet Access - Retail	7000	\$2,600.00
White Mountain Campus	1	/27 - 29 IP	7000	\$120.00

EPL DETAILS

Site Name	Quantity	Product Name	Bandwidth	Price Each	Service MRC
Holbrook Pad	1	MEF Priority	1000	\$600.00	\$600.00
NPC Holbrook	1	MEF Priority	3000	\$800.00	\$800.00
Snowflake SCC	1	MEF Priority	1000	\$600.00	\$600.00
Taylor	1	MEF Priority	1000	\$600.00	\$600.00
White Mountain Campus	1	MEF Priority	3000	\$800.00	\$800.00
Winslow	1	MEF Priority	1000	\$600.00	\$600.00

TYPE II - EPL DETAILS

Site Name	Quantity	Product Name	Bandwidth	Price Each	Service MRC
NPC Springerville	1	Type II Circuit - EPL - Retail	1000	\$1,150.00	\$1,150.00
NPC St Johns	1	Type II Circuit - EPL - Retail	1000	\$1,150.00	\$1,150.00

BANDWIDTH MONITORING DETAILS

Site Name	Quantity	Product Name	Price
Holbrook Pad	1	Bandwidth Monitoring Above100MB	\$0.00
NPC Holbrook	1	Bandwidth Monitoring Above100MB	\$0.00
NPC Holbrook	1	Bandwidth Monitoring Above100MB	\$0.00
Snowflake SCC	1	Bandwidth Monitoring Above100MB	\$0.00
Taylor	1	Bandwidth Monitoring Above100MB	\$0.00
White Mountain Campus	1	Bandwidth Monitoring Above100MB	\$0.00
White Mountain Campus	1	Bandwidth Monitoring Above100MB	\$0.00
Winslow	1	Bandwidth Monitoring Above100MB	\$0.00

UNIVERSAL SERVICE FUND AGREEMENT

INTERstate Customer represents that more than 10% of the traffic on that EPL (Ethernet Private Line) / Wavelength circuit terminates out of state (INTERstate) which is subject to FUSF (Federal Universal Service Fund). INTRAstate Customer represents that 10% or less of traffic is INTERstate which is subject to SUSF (State Universal Service Fund) if that particular state charges USF tax. Customer agrees that the circuit traffic type below is accurate.

LOCATION(S) WITH SERVICE IN THIS AGREEMENT

SPECIAL CONDITIONS

Customer acknowledges that Sparklight Business will incur significant construction costs processing this service order. Customer agrees to reimburse Sparklight Business for all of its construction costs if Customer terminates service before the end of the contract term. If Customer cancels the contract before the construction has been completed and service initiated, Customer will reimburse Sparklight Business for its construction costs, which are estimated at \$211,788.30, incurred up to the date of cancellation.

AGREEMENT

THE SERVICE CHARGES TOTAL \$11,620.00 PER MONTH. THESE FEES AND CHARGES ARE SUBJECT TO ADDITIONAL APPLICABLE LOCAL, STATE AND FEDERAL TAXES AND SERVICE FEES.

By signing below, I acknowledge that I have read, understand, and agree to be bound by and comply with the above service information and charges, and the attached terms and conditions and service-specific agreements. I warrant that I am the Customer or have the authority to represent and bind the Customer. If I provide an email address, a copy of this document and the relevant service-specific agreements will be emailed to me for my records. I understand that I have the right to receive paper copies of this and any other agreements applicable to the Service(s) I have ordered by calling my local Sparklight Business office, and I consent to the use of electronic documents and signature. I acknowledge that I may cancel this agreement without an early termination penalty within thirty (30) days.

CUSTOMER SIGNATURE SECTION

CUSTOMER AUTHORIZED SIGNATURE	
PRINTED NAME	
TITLE	
EFFECTIVE DATE	

SPARKLIGHT BUSINESS SIGNATURE SECTION

SPARKLIGHT AUTHORIZED SIGNATURE	
PRINTED NAME	Darla Cigainero
TITLE	Sr Director, Business Services
EFFECTIVE DATE	

SPARKLIGHT BUSINESS FIBER SERVICES AGREEMENT

This Fiber Services Agreement ("Agreement") is made on 5/5/2026, 10:57 AM by and between Cable ONE, Inc. ("Sparklight") located at 210 East Earll Drive, Phoenix, AZ 85012 and Northland Pioneer College("Subscriber"), located at 1001 W Deuce of Clubs, Show Low, AZ, 85901.

THE PARTIES AGREE AS FOLLOWS:

SECTION 1: DATA SERVICES

During the term of this Agreement, Sparklight shall provide fiber optic Ethernet Private Line service ("Data Service") to the locations set forth in the Fiber Services Agreement and fully described therein. In addition to the Data Services, Subscriber may choose to purchase optional Managed Service as further described in Section 2. Subscriber warrants that it has accurately indicated to Sparklight whether the Data Service traffic will be used for more than 10% interstate traffic in which case Federal USF will apply or 10% or less in which case State USF may apply. Subscriber agrees that this service is in addition to any existing services subscribed to by Subscriber. Any existing services will not be disconnected as a result of this Agreement. It is Subscriber's sole responsibility to disconnect any existing services. Sparklight will continue to bill Subscriber for any existing services until disconnected by Subscriber.

SECTION 2: MANAGED SERVICE

Subscriber may, at its option purchase Sparklight's Managed Service to run for a term consecutive with Subscriber's Data Services, including Managed Router Service or Managed Security Service. Managed Router Service provides a router/security appliance installed at the Subscriber's site delivering common network security functions including firewall, Secure VPN, and SD-WAN. Managed Security Service includes the features of Managed Router Service, plus content filtering and intruder prevention and detection, monitoring external internet threats at designated access points to the Subscriber's computer network using the firewall appliance placed at Subscriber's premises, managed by Sparklight. Sparklight will configure each router/security appliance to subscriber's firewall policy, to operate in accordance with that firewall policy and the manufacturer's specifications for the particular router/security appliance. SPARKLIGHT will implement changes to Subscriber's firewall policy within four business hours of receiving Subscriber's request.

In addition to other limitations of liability included herein, the following limitation of liability applies to the Managed Service product(s) identified in this Section 2:

SPARKLIGHT'S MANAGED SERVICE AND EQUIPMENT PROVIDED THEREWITH DOES NOT CAUSE AND CANNOT ELIMINATE OCCURRENCES OF THE EVENTS THEY ARE INTENDED TO DETECT OR AVERT. SPARKLIGHT MAKES NO GUARANTY OR WARRANTY, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, THAT THE MANAGED SERVICE OR EQUIPMENT SUPPLIED WILL DETECT OR AVERT SUCH EVENTS OR THE CONSEQUENCES THEREFROM. ACCORDINGLY, SPARKLIGHT DOES NOT UNDERTAKE ANY RISK THAT SUBSCRIBER'S PERSON OR PROPERTY, OR THE PERSON OR PROPERTY OF OTHERS, MAY BE SUBJECT TO INJURY OR LOSS IF SUCH AN EVENT OCCURS. THE ALLOCATION OF SUCH RISK REMAINS WITH SUBSCRIBER, NOT SPARKLIGHT. INSURANCE, IF ANY, COVERING SUCH RISK SHALL BE OBTAINED BY SUBSCRIBER. SPARKLIGHT SHALL HAVE NO LIABILITY FOR LOSS, DAMAGE OR INJURY DUE DIRECTLY OR INDIRECTLY TO EVENTS, OR THE CONSEQUENCES THEREFROM, WHICH THE MANAGED SERVICE IS INTENDED TO DETECT OR AVERT. SUBSCRIBER SHALL LOOK EXCLUSIVELY TO ITS INSURER AND NOT TO SPARKLIGHT TO PAY SUBSCRIBER IN THE EVENT OF ANY SUCH LOSS, DAMAGE OR INJURY. SUBSCRIBER RELEASES AND WAIVES FOR ITSELF AND ITS INSURER ALL SUBROGATION AND OTHER RIGHTS TO RECOVER FROM SPARKLIGHT ARISING AS A RESULT OF PAYING ANY CLAIM FOR LOSS, DAMAGE OR INJURY OF SUBSCRIBER OR ANOTHER PERSON.

SECTION 3: FEES

In consideration of the equipment and services provided to Subscriber for the Term of the Agreement and as described below, Subscriber shall pay the following fees and charges to Sparklight Business in the manner set forth herein. These fees and charges are subject to additional applicable local, state and federal taxes and service fees as required or authorized by law. Recurring monthly charges shall be payable in advance of each month of service during the term hereof. Monthly charges will commence on the date of circuit hand-off by Sparklight and shall remain in effect until term specified in Section 4: Term. Installation and construction charges are due 20 days after execution of this Agreement. Any payment not made when due will be subject to a late fee. Questions regarding a bill must be provided to Sparklight within 60 days of receipt of the billing statement in question. Failure to notify Sparklight of a dispute shall constitute acceptance of the bill. Undisputed portions of the billing statement must be paid before next billing statement is issued to avoid an administrative fee for late payment.

SECTION 4: TERM

This Agreement shall remain in effect for a term of 36 months commencing on the date that Sparklight completes the installation of the Data Service and Managed Service as applicable, and shall be automatically renewed on a month to month basis unless written notice of intent not to renew is provided by either party no later than 30 days prior to the end of the initial 36 month term or any automatic monthly renewal term. For the sake of clarity, this section is only addressing terminations effective at the end of a term. Notice must be given to the other party at the address shown herein (or such other address as is subsequently provided in writing).

SECTION 5: ENGINEERING REVIEW

Activation of Data Service and Managed Service as applicable is subject to Sparklight Business's engineering review for distribution availability by existing cable plant as well as review of other external factors and may require additional fees. In the event Sparklight Business determines that Data Service is not available to the Premises of Subscriber, this Agreement shall be void, and Subscriber shall be entitled to a refund of all prepaid charges in accordance with Sparklight Business's refund policies.

SECTION 6: INSTALLATION & MAINTENANCE OF SPARKLIGHT EQUIPMENT

Subscriber hereby grants to Sparklight Business (subject to any necessary governmental or third party approvals) the right to install all necessary equipment for receiving Data Service and Managed Service as applicable. Subscriber, at no cost to Sparklight Business, shall secure throughout the term of Service any easements, leased or other agreements necessary to allow Sparklight Business to use existing pathways into and in each Building. Sparklight Business-owned equipment provided to Subscriber hereunder shall be maintained by Sparklight Business in good operating condition. Such maintenance obligation is contingent upon Subscriber notifying Sparklight Business, in a timely manner, when repair or maintenance is necessary. Except for Sparklight Business's maintenance obligations as set forth herein, Subscriber shall indemnify Sparklight Business and hold it harmless from and against any and all losses, claims and expenses relating to the equipment provided hereunder to Subscriber, including without limitation, losses caused by accident, fire, theft or misuse of equipment.

Subscriber shall provide Sparklight Business with reasonable access to the Premises during normal hours for purposes of performing required maintenance. Sparklight Business shall retain ownership of all equipment provided hereunder, including all data transmission equipment, router/security appliances for Managed Service, drop and fiber optic material required to provide Service to the business. Subscriber shall not, directly or indirectly, sell, mortgage, pledge, or otherwise dispose or encumber any Sparklight Business-owned equipment provided to Subscriber, nor shall it change the location of, tamper with, damage, mishandle or alter in any manner such equipment. Subscriber also shall not relocate Sparklight Business-owned equipment within its Premises. In addition, if Subscriber decides to move Premises, Subscriber shall notify Sparklight Business of its move. Sparklight Business will relocate the Sparklight Business-owned equipment for Subscriber within Subscriber's Premises or, in accordance with Section 5, to other Premises; Subscriber acknowledges that it may incur additional charges for such relocation. Subscriber shall, upon the expiration or earlier termination of this Agreement, promptly return to Sparklight Business all of such equipment in good condition (or pay the full replacement value therefore). If services are no longer provided to the Subscriber's Premises, Subscriber shall provide Sparklight Business with reasonable access to such Premises for purpose of removing any Sparklight Business-owned equipment. Sparklight Business shall have no obligation to install, operate or maintain subscriber provided facilities or equipment.

SECTION 7: USE OF DATA SERVICE AND EQUIPMENT

Subscriber's use of the Data Service and Managed Service as applicable and equipment is subject to adherence to Sparklight's acceptable use policy where applicable. Subscriber shall not use the Data Service or equipment to directly or indirectly:

- (a) invade another person's privacy, unlawfully use, possess, post, transmit or disseminate obscene, profane or pornographic material; post, transmit, distribute or disseminate content that is unlawful, threatening, abusive, libelous, slanderous, defamatory, materially false, inaccurate or misleading or otherwise offensive or objectionable; unlawfully promote or incite hatred; or post, transmit or disseminate objectionable information, including, without limitation, any information constituting or encouraging conduct that would constitute a criminal offense, give rise to civil liability, or otherwise violate any municipal, provincial, federal or international law, order, rule, regulation for policy or any network accessed using the Service;
- (b) access any computer, software, data, or any confidential, copyright protected or patent protected material of any other person or entity, without the knowledge and consent of such person or entity, nor use any tools designed to facilitate such access;

- (c) collect a listing or directory of Sparklight Business subscribers, or if any such directory is made available, use, copy or provide to any person or entity (whether or not for a fee) such directory or any portion thereof;
- (d) upload, post, publish, deface, modify, transmit, reproduce, or distribute in any way, information, software or other material obtained through Sparklight Business that is protected by copyright, or other proprietary right, or related derivative works, without obtaining permission of the copyright owner or right holder; or otherwise violate the rights of any person or entity, including the misuse, misappropriation or other violation of any intellectual property of any person or entity;
- (e) alter, modify or tamper with the equipment or any feature of the Data Service and Managed Service as applicable, including, without limitation, attempt to disassemble, decompile, create derivative works of, reverse engineer, modify, sublicense, distribute or use the equipment for any purpose other than as expressly permitted;
- (f) restrict, inhibit or otherwise interfere with the ability of any other person to use or enjoy the Data Service or the Internet generally or create an unusually large burden on Sparklight Business's network, including, without limitation: posting or transmitting any information or software that contains a virus, lock, key, bomb, worm, Trojan horse or other harmful or debilitating feature, distributing mass or unsolicited messages, chain letters, surveys, advertising, promotional materials or commercial solicitations (i.e., spam) or mass chat room or bulletin board posts, or otherwise generating levels of traffic sufficient to impede others' ability to send or retrieve information;
- (g) interfere with computer networking, cable or telecommunications services to or from any Internet user, host or network, including but not limited to denial of service attacks, overloading a service, improper seizure and abuse of operator privileges ("hacking") or attempting to "crash" a host;
- (h) falsely assume the identity of any other individual or entity, including, without limitation an employee or agent of Sparklight Business, for any purpose, including, without limitation, accessing or attempting to access any account for which Subscriber is not an authorized user; or
- (i) resell or share any portion of this Data Service and Managed Service as applicable to a third party.

In addition to our termination rights set out elsewhere in this Agreement and otherwise available at law, Sparklight Business may suspend service or terminate this Agreement if Subscriber engages in one or more of the above prohibited activities. Additionally, Sparklight Business reserves the right to charge Subscriber for any direct or indirect costs incurred by Sparklight Business or its affiliates in connection with Subscriber's breach of any provision of this Agreement, including costs incurred to enforce Subscriber's compliance with it.

SECTION 8: CONTENT ACCESSED AND PURCHASES MADE THROUGH SPARKLIGHT

Subscriber acknowledges and agrees that there is some content accessible through the Data Service and the Internet that may be offensive, or that may not be in compliance with applicable law. For example, it is possible to obtain access to content that is pornographic, obscene, or otherwise inappropriate or offensive, particularly for children. Sparklight Business does not assume any responsibility for or exercise any control over the content accessible through the Data Service. Subscriber accesses and uses all content obtained through the Data Service and Managed Service as applicable at Subscriber's own risk, and Sparklight Business will not be liable for any claims, losses, actions, damages, suits or proceedings arising out of or otherwise relating to Subscriber's access to or use of such content. In addition, Sparklight Business shall not be responsible for any of Subscriber's purchases or charges on the Internet.

SECTION 9: COPYRIGHT MATERIALS

Subscriber shall hold Sparklight Business harmless for any improper use of copyrighted materials accessed through Sparklight Business's Data Service. Sparklight Business bears no responsibility for, and Subscriber agrees to assume all risks regarding, the alteration, falsification, misrepresentation, reproduction, or distribution of copyrighted materials without the proper permission

of the copyright owner. If Sparklight Business receives notice under the Digital Millennium Copyright Act, 17 U.S.C. § 512, that Subscriber has allegedly infringed the intellectual property rights of a third party, Sparklight Business retains the right to take down or disable access to the allegedly infringing material. It is Sparklight Business's policy, in appropriate circumstances, to terminate the accounts of subscribers who repeatedly infringe the intellectual property rights of third parties. Sparklight Business also will take such other action as appropriate under the circumstances to preserve our rights.

SECTION 10: SUBSCRIBER'S RESPONSIBILITY FOR SECURITY

Sparklight Business uses resources that are shared with many other subscribers. Moreover, Sparklight Business provides access to the Internet, a public network, which is used by millions of other users. Information (personal and otherwise) transmitted over such public network necessarily may be subject to interception, eavesdropping or misappropriation by unauthorized parties. Subscriber shall be solely responsible for taking the necessary precautions to protect itself and its equipment, files and data against any risks inherent in the use of this shared resource. Sparklight Business will not be liable for any claims, losses, actions, damages, suits or proceedings resulting from, arising out of or otherwise relating to Subscriber's failure to take appropriate security measures.

SECTION 11: RIGHT TO MONITOR AND DISCLOSE CONTENT

Sparklight Business has no obligation to monitor content provided through the Data Service and Managed Service as applicable. However, Subscriber agrees that Sparklight Business has the right to monitor content electronically from time to time and to disclose any information as necessary to: (a) conform to the edicts of the law or comply with legal process served on Sparklight Business, (b) protect and defend the rights or property of Sparklight Business, its Data Service or the users of the Data Service, whether or not required to do so by law, or (c) protect the personal safety of users of Sparklight Business's Data Service or the public. We reserve the right to either refuse to post or to remove any information or materials, in whole or in part, that we decide are unacceptable, undesirable, or in violation of this Agreement.

SECTION 12: SUBSCRIBER PASSWORDS

Subscriber is responsible for all use of Subscriber's account(s) and for maintaining the confidentiality of passwords. Subscriber shall immediately notify Sparklight Business about: (i) any loss or theft of Subscriber's password, or (ii) any unauthorized use of Subscriber's password or of the Service. If any unauthorized person obtains access to the Service as a result of any act or omission by Subscriber, Subscriber shall use best efforts to ascertain the source and manner of the unauthorized acquisition. Subscriber shall additionally cooperate and assist in any investigation relating to any such unauthorized access.

SECTION 13: SUBSCRIBER PRIVACY

Sparklight Business is committed to protecting the privacy of Subscriber's personal information. Sparklight Business's privacy policy regarding the collection, use and disclosure of personal information is posted on Sparklight Business's website (www.cableone.net). Subscriber acknowledges that he or she has read and accepted the terms and conditions of such statement.

SECTION 14: ASSIGNMENT

Subscriber shall not assign its rights or delegate its duties under this Agreement without the prior written consent of Sparklight Business, which consent shall not be unreasonably withheld. Any assignment of this Agreement by Subscriber without Sparklight Business's written consent shall be void and shall, at the Sparklight Business's option, constitute a breach hereof by Subscriber. In the event Subscriber is a business entity and ceases to do business at the Premises, Subscriber shall return to Sparklight Business all Sparklight Business-owned equipment installed at the Premises; such cessation shall not, however, reduce Subscriber's payment obligations hereunder unless Sparklight Business otherwise agrees in writing. This Agreement shall be fully assignable by Sparklight Business. Subject to the foregoing, this Agreement shall be binding upon and shall insure to benefit of the parties and their respective successors, representatives and assigns.

SECTION 15: TERMINATION BY SPARKLIGHT BUSINESS

If Subscriber fails to perform any of its obligations hereunder, does not cure such breach within thirty (30) days after written notice thereof from Sparklight Business, or if Subscriber becomes insolvent or bankrupt, Sparklight Business, in addition to all other rights it may have under law or this Agreement, shall have the right (i) to declare all amounts to be paid by Subscriber during the remaining term hereof immediately due and payable, (ii) to cease providing services to Subscriber, and (iii) immediately to enter the Premises and take possession of all Sparklight Business -owned equipment without liability to Subscriber therefore and without relieving Subscriber of its obligations under this Agreement. Subscriber shall reimburse Sparklight Business for all costs and expenses, including reasonable attorney's fees and court costs, incurred in connection with Sparklight Business's exercise of its rights under this Agreement.

Sparklight Business may, in its sole discretion, immediately terminate this Agreement in the event that it is unable to provide Service due to any law, rule, regulation, Force Majeure event, or judgment of any court or government agency. In the event Sparklight Business is declared to be a common carrier by a law, rule, regulation, or judgment of any court or government agency, Sparklight Business may terminate this Agreement.

SECTION 16: TERMINATION BY SUBSCRIBER

If Sparklight Business fails to perform any of its obligations hereunder, does not cure such breach within thirty (30) days after written notice thereof from Subscriber, or if Sparklight Business becomes insolvent or bankrupt, Subscriber, in addition to all other rights it may have under law or this Agreement, shall have the right to terminate this Agreement without penalty and will only be responsible for any fees it incurs prior to cessation of service. If Subscriber exercises its termination right, Sparklight Business shall remove all Sparklight Business-owned equipment without cost or fee to Subscriber.

Should Subscriber engage in early termination of the Agreement but without the justification of a Sparklight Business breach, Subscriber will be required to pay an early termination penalty consisting of 100% of the monthly fees for the remaining period of the term. Upon termination request, subscriber recognizes that they are solely responsible for providing correct account information including account numbers, addresses, circuit ID's, as requested on the Disconnect Form. Subscriber acknowledges that failure to provide correct account information could result in continued billings. Sparklight will continue to bill Subscriber for existing services until correct information has been provided.

SECTION 17: DATA SERVICE AND EQUIPMENT

This Section 17 applies only to Direct Internet Access (DIA) or NON-SLA Ethernet Private Line (EPL) Subscribers. Service Level Agreements for Wavelength, EzEthernet, or Fiber EPL are included in a product-specific Exhibit(s) attached to and incorporated into this Agreement.

(a) EXCEPT AS PROVIDED IN SECTION 17(b), SPARKLIGHT BUSINESS'S DATA SERVICE AND EQUIPMENT ARE PROVIDED WITHOUT WARRANTIES OR CONDITIONS OF ANY KIND WITH RESPECT TO THE DELIVERY OR PERFORMANCE OF THE EQUIPMENT, ANY SERVICE, SPARKLIGHT BUSINESS'S NETWORK, OR ANY WORK PERFORMED UNDER THIS AGREEMENT INCLUDING ANY AND ALL WARRANTIES OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE OR USE OR ARISING FROM A COURSE OF DEALING, USAGE OR TRADE, AND ALL SUCH WARRANTIES ARE HEREBY EXPRESSLY EXCLUDED. FOR ADDITIONAL CLARIFICATION, SPARKLIGHT BUSINESS DOES NOT WARRANT THAT SUBSCRIBER'S USE OF THE DATA SERVICE WILL BE UNINTERRUPTED OR ERROR-FREE, BUG-FREE OR VIRUS-FREE. IN ADDITION, SPARKLIGHT BUSINESS DOES NOT WARRANT THAT ANY DATA OR FILES SENT BY OR TO SUBSCRIBER WILL BE TRANSMITTED IN A SECURE OR UNCORRUPTED FORM OR WITHIN A REASONABLE PERIOD OF TIME. IN THE EVENT THAT SUBSCRIBER'S BUSINESS REQUIRES CONTINUOUS AND UNINTERRUPTED SERVICE, SUBSCRIBER MAY WISH TO OBTAIN A SECONDARY SERVICE FROM AN ALTERNATE PROVIDER. (b) EXCLUDING EVENTS BEYOND SPARKLIGHT BUSINESS'S CONTROL, SPARKLIGHT BUSINESS REPRESENTS THAT IT WILL MAINTAIN 99.99% SERVICE AVAILABILITY. THE AVAILABILITY OF SERVICE IS MEASURED BY SERVICE DOWNTIME ("SERVICE DOWNTIME" OR "DOWNTIME"). SERVICE DOWNTIME SHALL MEAN TIME WHEN SUBSCRIBER IS NOT ABLE TO TRANSMIT AND RECEIVE DATA THROUGH SUBSCRIBER'S ACTIVE SPARKLIGHT BUSINESS PORT(S). SERVICE DOWNTIME BEGINS WHEN SUBSCRIBER REPORTS THE DOWNTIME TO SPARKLIGHT BUSINESS AND A TROUBLE TICKET IS OPENED. SERVICE DOWNTIME ENDS WHEN SUBSCRIBER'S SERVICE HAS BEEN RESTORED AND THE TROUBLE TICKET HAS BEEN CLOSED BY SPARKLIGHT BUSINESS.

SPARKLIGHT BUSINESS WILL ALLOW A PRO-RATED CREDIT AGAINST FUTURE PAYMENT FOR SERVICE DOWNTIME AS SET FORTH BELOW, EXCEPT AS SPECIFIED IN "EXCEPTIONS TO CREDIT ALLOWANCES."

LENGTH OF SERVICE INTERRUPTION	PERIOD TO BE CREDITED
Less than 00:04:32 hours	NONE
00:04:32 hours up to 06:00:00 hours	3 Days of the Monthly Charges
06:00:01 up to 12:00:00	7 Days of the Monthly Charges
12:00:01 up to 24:00:00	Half of the Monthly Charges
24:00:01 and above	Full Month Charges

THE TOTAL NUMBER OF CREDIT ALLOWANCES PER MONTH SHALL NEVER EXCEED THE MONTHLY CHARGE FOR THE AFFECTED SERVICE. SERVICE DOWNTIME CANNOT BE AGGREGATED FOR THE PURPOSES OF DETERMINING THE CREDIT ALLOWANCE.

EXCEPTIONS TO CREDIT ALLOWANCES

SERVICE DOWNTIME SHALL NOT QUALIFY FOR THE REMEDIES OUTLINED ABOVE IF SUCH DOWNTIME IS A RESULT OF: (1) FORCE MAJEURE EVENTS, (2) ACTS OF GOD, (3) SCHEDULED MAINTENANCE EVENTS, (4) THE ACTIONS OR OMISSIONS OF SUBSCRIBER OR PERSONS ACTING ON BEHALF OF SUBSCRIBER, INCLUDING EMPLOYEES, AGENTS AND CONTRACTORS (5) THE FAILURE OF HARDWARE, EQUIPMENT, CIRCUITS, APPLICATIONS OR SYSTEMS NOT OWNED OR CONTROLLED BY SPARKLIGHT BUSINESS, (6) SPARKLIGHT BUSINESS'S INABILITY TO CONTACT SUBSCRIBER OR SPARKLIGHT BUSINESS'S LACK OF ACCESS TO SUBSCRIBER'S PREMISES AS A RESULT OF SUBSCRIBER'S LIMITED AVAILABILITY, (7) SPARKLIGHT BUSINESS'S TERMINATION OF SERVICE FOR CAUSE INCLUDING MATERIAL BREACH AND SUBSCRIBER'S USE OF SERVICE IN UNLAWFUL MANNER OR IN VIOLATION OF SPARKLIGHT BUSINESS'S ACCEPTABLE USE POLICY.

SECTION 18: LIMITATION OF LIABILITY

UNLESS OTHERWISE SPECIFIED IN THIS AGREEMENT, SPARKLIGHT BUSINESS SHALL NOT BE LIABLE TO SUBSCRIBER FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL OR EXEMPLARY DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, GOODWILL, USE, DATA OR OTHER INTANGIBLE LOSSES (EVEN IF SPARKLIGHT BUSINESS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES), RESULTING DIRECTLY OR INDIRECTLY FROM:

- (a) THE USE OR THE INABILITY TO USE THE DATA SERVICE AND MANAGED SERVICE AS APPLICABLE;
- (b) UNAUTHORIZED ACCESS TO OR ALTERATION OF SUBSCRIBER'S TRANSMISSIONS OR DATA;
- (c) STATEMENTS OR CONDUCT OF ANY THIRD PARTY ON THE DATA SERVICE; OR
- (d) ANY OTHER MATTER RELATING TO SPARKLIGHT BUSINESS'S DATA SERVICE OR EQUIPMENT. THIS SECTION SHALL SURVIVE ANY TERMINATION OF THIS AGREEMENT.

SECTION 19: INDEMNIFICATION

Subscriber shall indemnify, defend, and hold Sparklight Business, its subsidiaries, members, affiliates, officers, directors, employees, and agents harmless from any claim, demand, liability, expense, or damage, including costs and reasonable attorneys' fees, asserted by any third party relating to or arising out of Subscriber's use of or conduct on the Sparklight Business Data Service and Managed Service as applicable. Sparklight Business will notify Subscriber within a reasonable period of time about any claim for which Sparklight Business seeks indemnification and will afford Subscriber the opportunity to participate in the defense of such claim, provided that Subscriber's participation will not be conducted in a manner prejudicial to Sparklight Business's interests, as reasonably determined by Sparklight Business. This Section shall survive termination of this Agreement.

SECTION 20: NONDISCLOSURE

- (a)
Unless prior written consent is obtained from a party hereto, the other party will keep in strictest confidence all information identified by the first party as confidential, or which, from the circumstances, in good faith and in good conscience, should be treated as confidential; provided that (a) the owner thereof has taken reasonable measures to keep such information secret; and (b) the information derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable through proper means by the public. Such information includes but is not limited to all forms and types of financial, business, scientific, technical, economic, or engineering information, including patterns, plans, compilations, program devices, formulas, designs, prototypes, methods, techniques, processes, procedures programs, or codes, whether tangible or intangible, and whether or not stored, compiled, or memorialized physically, electronically, graphically, photographically, or in writing. A party shall be excused from these nondisclosure provisions if the information has been, or is subsequently, made public by the disclosing party, is independently developed by the other party, if the disclosing party gives its express, prior written consent to the public disclosure of the information, or if the disclosure is required by any law or governmental or quasi-governmental rule or regulation.

- (b)
Each party agrees that violation of this section 20 would result in irreparable injury and the injured party shall be entitled to seek equitable relief, including injunctive relief and specific performance in the event of any breach hereof.

SECTION 21: MISCELLANEOUS

(a)

This Agreement is governed by the laws of the State of Arizona. Subscriber hereby consents to the exclusive jurisdiction and venue of courts in Maricopa County, AZ in all disputes arising out of or relating to this Agreement and/or use of the Data Service and Managed Service as applicable and/or Sparklight Business-owned equipment.

(b)

This Agreement constitutes the entire Agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, conversations, representations, promises of warranties (express or implied) whether verbal or written. No modification of this Agreement shall be valid unless made in writing and signed by both parties.

(c)

The waiver of a breach of any provision of this Agreement shall not be construed as waiver of any subsequent breach of the same or a different provision of this Agreement.

(d)

If any clause or provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws effective during the term hereof, then, and in the event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby.

SECTION 22: ENTERPRISE WIFI

Enterprise Wi-Fi provides the Subscriber with the ability to extend and change coverage of Subscriber's property through multiple Wi-Fi access points and exert substantial control over the Enterprise Wi-Fi service including configurations through a mobile Android or IOS app. Primarily designed for Fiber customers only, the Enterprise Wi-Fi service enables complete property coverage without an appreciable loss of download speed. A Subscriber to Enterprise Wi-Fi may request a further extension of Wi-Fi coverage throughout Subscriber's property which will entail provision of additional nodes (extenders) at additional cost. Sparklight Business will manage the extenders for the Subscriber. Subscriber acknowledges that while Sparklight Business has provided greater cybersecurity through the app for the Enterprise Wi-Fi service, with among other features, built-in malware scanning and blocking, Sparklight Business cannot guarantee that third parties will never hack or otherwise gain access to Subscriber's Wi-Fi transmissions and you agree that Sparklight Business will not be liable for among other things, any interception or transmissions, computer viruses, loss of data, file corruption or damage to Subscriber's computer.

SECTION 23: ENTERPRISE WIFI SUBSCRIBER RESPONSIBILITIES

Notwithstanding the more specific Subscriber responsibilities, in general, Subscriber is responsible for using the Wi-Fi service in ways that does not interfere with or diminish the use or enjoyment of the Wi-Fi service by others. Subscriber may not use the Wi-Fi service for any unlawful purpose or to disseminate any information that is harassing, threatening or that constitutes Spam. Subscriber also agrees that as the account holder, Subscriber is responsible for the use of the Wi-Fi service by its guests or any parties that, with or without permission, use the Subscriber's account to access the Wi-Fi service.

SECTION 24: BORDER GATEWAY PROTOCOL (BGP) RESPONSIBILITIES

Sparklight supports BGP-4 routing, available to Customers as an optional service feature. Customers electing to receive BGP service must provide Sparklight with an Autonomous System Number (ASN) assigned to Customer by the American Registry for Internet Numbers (ARIN). Customer must provide the equipment and services necessary to support BGP service, including but not limited to: multihomed internet access, a BGP-4 capable router, enough memory to run BGP-4, and internal technical support capable of maintaining the Service on Customer's equipment. Additional information and requirements for BGP routing will be provided to the Customer upon request.

ERP Post Go-Live Managed Services

Recommendation:

Staff recommends approval to approve the attached Ellucian Quote B for Hybrid TAM Managed Services, to use FY25-26 ERP budgeted funds to engage Ellucian Managed Services for a 6-month period for 1 FTE (40 hours/week) of Application Administration Consultants for \$101,160, and 0.5 FTE (20 hours/week) of Technical Account Management for \$72,120 to directly support our ERP system post go-live in the total amount of \$173,280, to be pre-billed in FY25-26.

Summary:

Managed Services through Ellucian provide needed functional and technical expertise in our new product, providing application support to stabilize data and configuration, optimize business processes and advanced features, and augment staff through training and direct support in the system.

The Application Administration Consultants provide functional expertise in the areas of Admissions, Academic Records, Financial Aid, and Student Accounts within our Anthology Student software – specific to our college’s processes and stated needs – as well as within the Anthology Finance and HR solutions, while the Technical Account Managers provide development assistance and key product and platform expertise. The ERP team plans to use both types of resources to help develop and support staff and faculty training, reporting, forms, and workflows to better streamline and align our business processes and user experience as well as support our internal teams with their adoption of the new system, including helping with any issues or new, advanced features.

This move to use Managed Services as we close the Deploy phase and move to project transition/closure results not only in closer external support, but also lower expenses: 1 FTE in Ellucian Managed Services costs less than 40 hours of implementation consulting. Our main goal is to fully use and adopt the full suite of tools we’ve purchased and spent years implementing. We do not have a product issue right now, we have a resource issue.

Recent retirements and multiple staff departures, including subject matter experts in our IT and RecReg teams who were key implementation team leads since 2023, are putting a strain on our teams post go-live. We also have key leads who are stepping into new roles in this time. Remaining staff are also recovering from the overtime and additional hours that were invested in our multiple deployments. We believe the most strategic move is to invest in additional, short-term resources outside of our internal team. post go-live. Ellucian’s Managed Services can help fill the gap, ease our resource constraints post go-live, and support our Year 1 Goals of stabilization and optimization in our new, integrated ERP.



Quote A: Full-Time Managed Services

6-Month Service Agreement

This proposal outlines the full-time managed services engagement for a 6-month period. Services include dedicated Application Administration Consultant and Technical Account Manager resources.

Service Description	FTE Allocation	Monthly Rate	Duration	Total Cost
Application Administration Consultant	1 FTE (40 hours/week)	\$16,860	6 months	\$101,160
Technical Account Manager	1 FTE (40 hours/week)	\$21,850	6 months	\$131,100
			Quote A Total:	\$232,260

Billing Terms: All services will be pre-billed in NPC's FY25-26 (invoice dated and received before June 30, 2026).

Quote B: Hybrid TAM Managed Services

6-Month Service Agreement

This quote provides a cost-effective hybrid approach with full-time application administration support and half-time technical account management.

Service Description	FTE / Hours	Monthly Rate	Duration	Total
Application Administration Consultant	1 FTE (40 hours/week)	\$16,860	6 months	\$101,160
Technical Account Manager	1/2 FTE (20 hours/week)	\$12,020	6 months	\$72,120
			Quote B Total:	\$173,280

Billing Terms: Pre-billed in NPC's FY25-26 (invoice dated and received before June 30, 2026)

Key Difference from Quote A: Quote B features a half-time Technical Account Manager (20 hours/week vs 40 hours/week), resulting in a savings of \$58,980 compared to Quote A. This hybrid approach maintains full application administration coverage while reducing technical account management hours.

Terms and Conditions

Service Period

The service period is 6 months from the agreed start date.

Billing Terms

Services will be pre-billed in Northland Pioneer College's fiscal year 2025-26. Invoice must be dated and received before June 30, 2026.

Start Date

Proposed start date is June 1, 2026. Start dates are flexible and subject to resource availability and contract execution.

Assumptions

- Pricing is valid for 15 days from estimate date
- Services subject to resource availability
- Rates are based on standard business hours (Monday-Friday, 8AM-5PM local time)
- Travel expenses, if required, will be billed separately

Important Notice

NON-BINDING ESTIMATE: This estimate is provided for planning and budgeting purposes only and does not constitute a binding agreement, contract, or commitment by Ellucian. Final pricing, terms, and conditions are subject to formal contract negotiation and execution. Ellucian reserves the right to modify or withdraw this estimate at any time prior to contract execution.

Ellucian Backend Data Access Subscription

Recommendation:

Staff recommends approval to use FY25–26 ERP budgeted funds to purchase Ellucian’s read-only backend data access subscription, at a prorated cost for the remainder of FY25–26 (approximately two months) at a cost not exceeding \$5,000, and to approve the ongoing annual subscription cost of \$30,000 for the duration of the college’s Anthology contract.

Summary:

The requested read-only backend data access will provide the college with enhanced visibility into the underlying data within our ERP system, beyond what is available through standard application interfaces. This expanded access will strengthen the college’s ability to develop robust reporting, support data-informed decision making, and increase overall flexibility in how institutional data is accessed and utilized.

With direct access to backend data structures, the college will be able to build more advanced and customized reports aligned to institutional needs, improve the efficiency of data validation processes, and support a broader range of operational and strategic analytics. This capability will also allow internal teams to respond more quickly to reporting requests and evolving data needs without relying solely on vendor-developed reports or timelines.

This investment aligns with the college’s broader efforts to maximize the value of the new ERP system and to strengthen data capabilities across the institution. It complements other ongoing initiatives focused on reporting, analytics, and data governance, and will provide a strong foundation for long-term data access and utilization.

Given the importance of data in supporting institutional operations, compliance, and planning, staff believes this is a strategic investment that will enhance the college’s overall effectiveness and ability to leverage its ERP system.





Northland Pioneer College

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

Request to Approve Board Travel for Board Member Porter Black

Recommendation:

Staff recommends approval for Board Member Porter Black to travel to the ACCT New Trustee Governance Leadership Institute in Anaheim, CA from August 5 – August 7, 2026.

Summary:

Per Procedure 2036 – District Governing Board Travel “All travel for DGB members exceeding \$1000 must be approved by the DGB prior to travel.” Join us for the ACCT Governance Leadership Institute - Fundamentals of Governance at Fullerton College in Anaheim, California. This unique and immersive event brings together newly elected and appointed community college trustees and CEOs from across the country to explore board basics and governance best practices. This training is vital for new trustees, and a great refresher for seasoned board member.



Governance Leadership Institute: Fundamentals of Governance
August 5-7, 2026
Fullerton College – North Orange Community College District
DRAFT AGENDA

Wednesday, August 5th – Hilton Anaheim Pool Deck

5:00 pm – 6:30 pm	Registration and Welcome Reception
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Thursday, August 6th – Fullerton College

8:00 am – 8:30 am	Breakfast
8:30 am – 8:45 am	Welcome Remarks from ACCT
8:45 am – 9:15 am	Introductions, Objectives, and Opening Exercises
9:15 am – 10:15 am	What I Wished I Had Known as A New Trustee
10:15 am – 10:30 am	Break
10:30 am – 12:00 pm	Board Basics: The Work of the Board & Board Operating Procedures <ul style="list-style-type: none"> • Statutory responsibilities • Fiduciary responsibilities • Board Manual and Bylaws • Organizational Models & Committee Structure • Laws & Public Record Requirements • The Consent Agenda
12:00 pm – 12:45 pm	Networking Lunch
12:45 pm – 2:00 pm	The Board’s Role in Advocacy: A National Overview
2:00 pm – 2:15 pm	Break
2:15 pm – 3:30 pm	The Board-CEO Relationship
3:30 pm – 4:00 pm	Review of Lessons Learned

Friday, August 7th – Fullerton College

8:00 am – 8:30 am	Breakfast
8:30 am – 9:30am	Ethics & Case Studies
9:30 am – 10:45 am	Parliamentary Procedures <i>Connie Deford, Professional Registered Parliamentarian (Zoom)</i>

10:45 am – 11:00 am	Break
11:00 am – 12:00 pm	The Power of Evaluations of the Board and President
12:00 pm – 1:30 pm	Networking Lunch / Campus Tour
1:30 pm – 2:15 pm	The Board's Role in Accreditation
2:15pm – 2:30 pm	Wrap up