

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

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 June 16, 2026 at 10:00 a.m. The meeting will be held at Northland Pioneer College Painted Desert Campus, Tiponi 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 JUN26DGB.

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.

I, Julia Wilson, certify that this notice of public meeting, prepared pursuant to A.R.S. § 38-431.02, was posted on or before the 15th day of June 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

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 JUN26DGB).

Date: June 16, 2026

Time: 10:00am(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 Award	EVPLSS Solomonson
	a. Deena Gillespie presented by Dr. Jeremy Raisor and Josh Rogers	
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 March 31, 2026.	
	2. NPC Student Government Association	No Report
	No report.	
	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	AVP Jacob
	AVP of Information Technology Michael Jacob will provide an update to the Board on Project EmpowerED.	
	10. External Relations	AVP Chanick
	AVP Rich Chanick will provide a verbal report to the Board.	
	11. ACCT Federal and State Update	Mr. Leslie
	Board Member Leslie will provide an update on State and Federal ACCT activities.	
6.	Higher Learning Commission Financial Ratios	Mr. Kupfer
	Director of Financial Services Russell Kupfer will present the Higher Learning Commission Financial Ratios to the Board.	
7.	President's Report	President Lawson
	President Von Lawson will provide a verbal report to the Board.	

- 8. **Consent Agenda for Action** Chair Robinson
 - A. [TNT Public Hearing Minutes](#) (Julia Wilson)
 - B. [Budget Public Hearing Minutes](#) (Julia Wilson)
 - C. [Special Budget Meeting Minutes](#) (Julia Wilson)
 - D. [Board Regular Meeting Minutes](#) for May 16, 2026 (Julia Wilson)
 - E. Board Executive Session Minutes for May 16, 2026 (Julia Wilson)
 - F. [IGA between NPC and the Arizona Dept. of Homeland Security](#) (Jeremy Raisor)

9. **For Discussion and Possible Action:**
With the adoption of Robert's Rules of Order Newly Revised 12th Edition (Policy 1007) Rule 49-21 governing small boards, a motion and second is not necessary unless required by state or federal statutes.

A. **Old Business**
None.

B. **New Business:**

- 1. [Adjustment to the FY2025 Adopted Budget](#) Mr. Kupfer
 Director of Financial Services Russell Kupfer will request an adjustment to the FY2025 Adopted Budget.
- 2. [Adoption of the FY 24-25 Annual Expenditure Limitation Report](#) Mr. Kupfer
 Director of Financial Services Russell Kupfer will request adoption of the FY24-25 Annual Expenditure Limitation Report.
- 3. [Request to approve additional design fees for Kayenta](#)..... Mr. White
 Director of Facilities and Transportation Justin White will request the Board approve an increase in design fees to be paid to SPS+ Architects for additional designs to the new Kayenta Center.
- 4. [Request to accept grant funding from the Halle Foundation](#) AVP Chanick
 AVP of External Relations Rich Chanick will request the Board accept \$700,000 in grant funding from the Halle Foundation.
- 5. [Request to accept grant funds from SRP](#) AVP Chanick
 AVP of External Relations Rich Chanick will request the Board accept \$25,000 in grant funding from the Salt River Project (SRP).
- 6. [Request to approve Chief Fiscal Officer Resolution](#)..... VPAS Ellison
 VPAS Maderia Ellison will request the Board approve the official designation request as Chief Fiscal Officer for the FY27 ABELR.
- 7. [Request to approve travel for Board Member Derrick Leslie](#) Ms. Wilson
 Recording Secretary to the Board Julia Wilson will request the Board approve travel expenses for Board Member Derrick Leslie to attend the 2026 ACCT Leadership Congress.
- 8. [Request to approve travel for Board Member Rosie Sekayumtewa](#)..... Ms. Wilson
 Recording Secretary to the Board Julia Wilson will request the Board approve travel expenses for Board Member Rosie Sekayumtewa to attend the 2026 ACCT Leadership Congress.
- 9. [Board Curricula Requests](#) Chair Robinson
 Chair Robinson will request President Lawson undertake three curricula items from the Board.
- 10. [Request to cancel July 21, 2026 regular Board meeting](#)..... Chair Robinson
 Chair Robinson will request the Board to cancel the July Regular Meeting.

- 10. **DGB Agenda Items and Informational Needs for Future Meetings** Chair Robinson
- 11. **Board Report/Summary of Current Events**..... Board Members
- 12. **Announcement of Next Regular Meeting**..... TBD Chair Robinson
- 13. **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 (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

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The District Governing Board may take action regarding any items in to hold an executive session for the purpose of obtaining legal any matter listed on the agenda pursuant to A.R.S. §38-431.03 not be present in person, notice is further given that the attorney

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT

Statement of Financial Position

July 1, 2025 to March 31, 2026

Budget Period Expired 75%

Tax Supported Funds				
Current General Fund				
	Revised Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Primary Tax Levy	19,127,708	762,191	14,005,840	73%
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	12,112	3,586,369	87%
Investment earnings	2,750,000	289,031	3,058,522	111%
Grants and Contracts	3,230,000	2,659	1,695,917	53%
Other Miscellaneous	350,000	9,324	92,981	27%
Fund Balance	10,426,729	-	-	0%
Transfers	(14,926,729)	(223,799)	(2,704,446)	18%
TOTAL REVENUES	\$ 40,225,908	\$ 851,518	\$ 31,106,333	77%
EXPENDITURES				
Salaries and Benefits	28,193,418	2,205,905	20,336,039	72%
Operating Expenditures	12,032,490	509,182	6,363,091	53%
TOTAL EXPENDITURES	\$ 40,225,908	\$ 2,715,087	\$ 26,699,130	66%
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	963,124	3,859,344	37%
Transfers In	4,000,000	223,799	2,329,446	58%
TOTAL REVENUES	\$ 14,722,429	\$ 1,186,923	\$ 6,410,415	44%
EXPENDITURES				
Capital Expenditures - Construction and ERP	10,426,729	963,124	3,933,222	38%
Capital Expenditures - Other	4,295,700	223,799	2,403,318	56%
TOTAL EXPENDITURES	\$ 14,722,429	\$ 1,186,923	\$ 6,336,540	43%

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
Statement of Financial Position
July 1, 2025 to March 31, 2026

Budget Period Expired 75%

Restricted and Auxiliary Funds				
	Restricted			
	Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Grants and Contracts	7,140,000	1,330,356	5,368,842	75%
Fund Balance	-	-	-	
Transfers In	300,000	-	225,000	75%
TOTAL REVENUES	\$ 7,440,000	\$ 1,330,356	\$ 5,593,842	75%
EXPENDITURES				
Salaries and Benefits	1,350,495	146,230	1,274,010	94%
Operating Expenditures	6,089,505	120,571	3,376,297	55%
Kayenta Center Construction *	-	267,110	503,826	
TOTAL EXPENDITURES	\$ 7,440,000	\$ 533,911	\$ 5,154,133	69%

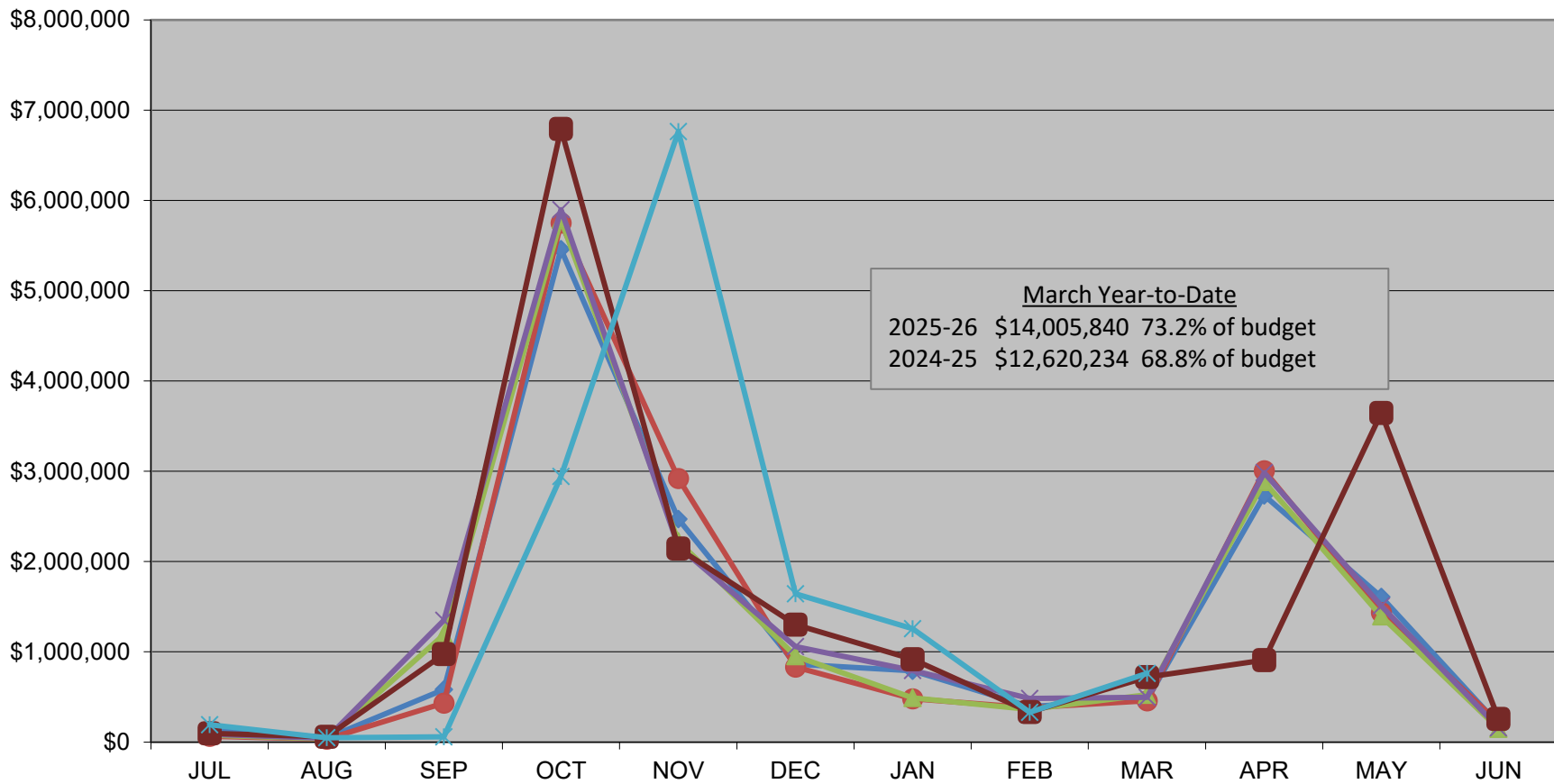
* Kayenta Center Construction - Funded by a grant received in advance of expenses in FY25. Spending will occur over several years (FY25, FY26, FY27)

	Auxiliary			
	Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Sales and Services	505,500	7,851	198,874	39%
Fund Balance	-	-	-	
Transfers	200,000	-	150,000	75%
TOTAL REVENUES	\$ 705,500	\$ 7,851	\$ 348,874	49%
EXPENDITURES				
Salaries and Benefits	388,271	27,563	259,889	67%
Operating Expenditures	317,229	7,354	136,560	43%
TOTAL EXPENDITURES	\$ 705,500	\$ 34,917	\$ 396,449	56%

Cash Flows	
Cash flows from all activities (YTD)	\$ 43,459,464
Cash used for all activities (YTD)	\$ 38,586,252
Net Cash for all activities (YTD)	\$4,873,212

Monthly Primary Property Tax Receipts

◆ 2020-21
 ● 2021-22
 ▲ 2022-23
 ✖ 2023-24
 ■ 2024-25
 ✖ 2025-26 MARCH YTD



March Year-to-Date
 2025-26 \$14,005,840 73.2% of budget
 2024-25 \$12,620,234 68.8% of budget



Northland Pioneer College

HUMAN RESOURCES
MONTHLY REPORT

June 2026

RECRUITMENT

Job Title	Location	# Qualified Applicants	Date Opened	Closing Date	Status
Faculty in CCP - 9 Month	WRV	15	3/26/2026	Open Until Filled	Open Committee Interviewing Applicants
Support Center Operator	PDC	4	4/14/2026	4/28/2026	Closed Position has been offered.
Campus Manager	SCC	4	4/14/2026	5/26/2026	Open Committee Interviewing Applicants
Faculty in CCP - Special Sites Coordinator and Success Coach	PDC/LCC	15	04/30/2026	Open Until Filled	Open Committee Reviewing Applicants
Registrar	PDC	5	5/4/2026	Open Until Filled	Open Committee Reviewing Applicants
College Wide Lead Custodian*	Any	0	5/18/2026	Open Until Filled	Open Awaiting Internal Applications
Academic Advisor	SCC	4	5/27/2026	Open Until Filled	Open Committee Reviewing Applicants
Payroll Specialist III	PDC	0	5/29/2026	Open Until Filled	Open Awaiting Applications

*This position is only open to current custodial staff at NPC.

EMPLOYEE CENSUS DATA

Turnover Rate for FY25/26	Employee Count	Separated	Turnover Rate
Total Employees as of 7/1/2025	367	24	6.54%
Total Faculty Turnover FY25/26 to date		4	1.09%
Total Staff Turnover FY25/26 to date		20	5.45%

Turnover Rate for the Last 12 Months	Employee Count	Separated	Turnover Rate
Totals for June 2025 – June 2026	Unavailable		

Total Faculty Turnover

June -2025-June 2026

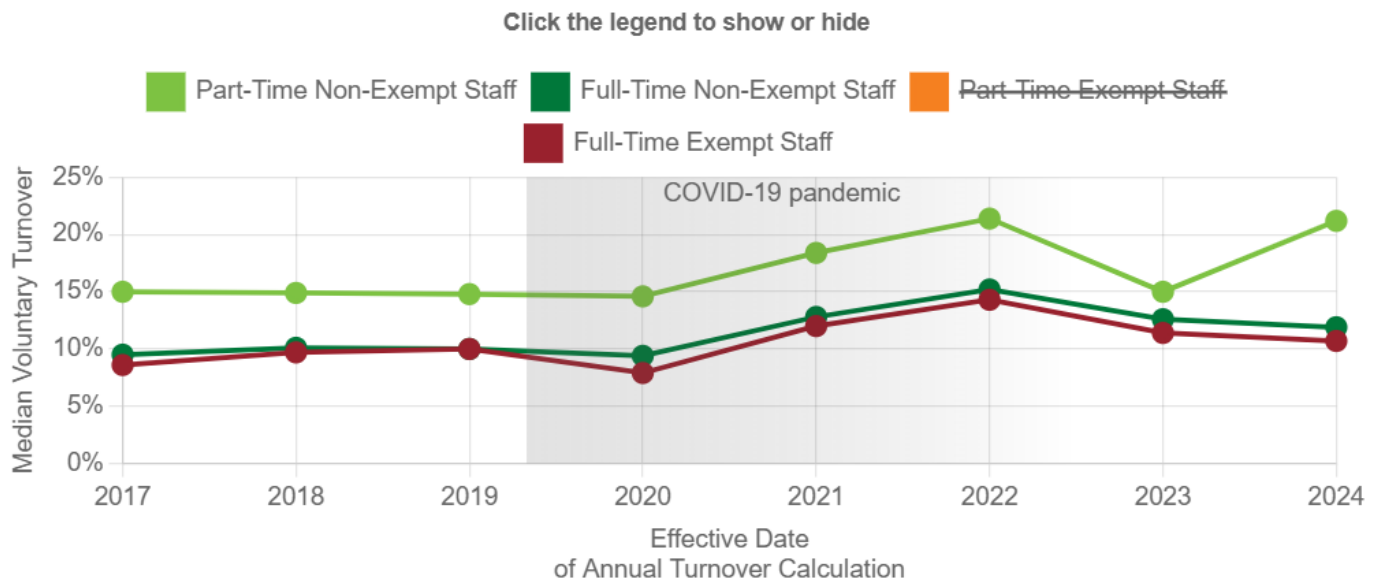
Total Staff Turnover

June 2025- June2026

*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 NEOED office hours** every Friday from 1–2 p.m. via WebEx from May 8 through August. These sessions will support staff as NEOED is implemented across Insight/Online Hiring Center (OHC), Onboard, Learn, eForms, and Perform, helping modernize and streamline recruitment, onboarding, training, forms, and performance management in one system. Over time, this transition is expected to reduce time-to-hire, lower manual errors, improve evaluation and training completion, and strengthen employee engagement and retention.

Dates and Time: Every Friday, starting May 8th until August from 1 PM-2 PM

Format: WebEx

(<https://npc.webex.com/wbxmjs/joinservice/sites/npc/meeting/download/06acbfd6dd7e4853a519971d28f0b825?MTID=md3e1bc45fa39b366e23deaeb4cb00731>)

Other NEOED Resources, including step-by-step guides, are available to all employees of NPC by navigating to HR SharePoint: [NEOED System Resources](#)

Golden Eagle Leadership Training – Managing Projects for Leaders

Date & Time: July 1, 2026 from 9:30 AM – 11:00 AM

Presenter: Collen Marsh

Format: WebEx (Link will be shared with all supervisors via calendar invite)

Participants will be introduced to core concepts and tools for planning and managing projects more confidently. They will strengthen their ability to set clear goals, organize tasks, and coordinate people and resources during a time of many ongoing projects at the college. The training will also highlight simple strategies for communicating, monitoring progress, and adjusting when plans change.

TOTAL REWARDS

BENEFITS AND COMPENSATION

EMPLOYEE WELLNESS PROGRAM

June Focus: Mobility Matters – Flexibility, Freedom & Feeling Great Start Here

Mobility is about more than flexibility. It's the ability to move comfortably, confidently, and without pain. When mobility is limited, everyday activities become harder, injuries become more likely, and aches and stiffness can begin to affect energy, mood, and overall quality of life.

This information will provide employees with small, consistent actions that can make a meaningful difference and:

- Improve flexibility and range of motion
- Reduce stiffness, tension, and discomfort
- Support balance, stability, and injury prevention

Below is the June Wellness Lineup focusing on Mobility + Balance

- Chair Massage Coming to Hopi Location

Hopi Center

Tuesday, June 16 | 15-20-minute chair massage

- Game Changing Stretching & Posture Coaching Workshop

Holbrook Campus -Tiponi Boardroom + Webex Virtual Option

Thursday, June 25 | 2:00 – 3:00 PM

- Lean into Breathwork & Therapeutic Sound

Springerville Center

Friday, June 26 | 11 AM (~60 min)

Higher Learning Commission Financial Ratios

Summary:

The Higher Learning Commission (HLC) uses specific financial ratios to track institutional health as part of an overall strategic financial analysis. The model adopted by the HLC uses the concept of a Composite Financial Index (CFI), which is intended to give a quick snapshot of overall financial health.

Well-managed institutions use their mission to drive success and use financial metrics to determine affordability. The ratios assist in the development of the answers to the following questions and other key questions of strategic financial importance.

- Are resources sufficient and flexible enough to support the mission?
- Are resources managed strategically to advance the mission, such as debt?
- Does asset performance and management support the strategic direction?
- Do operating results indicate the institution is living within available resources?

Data for **fiscal year 2024-25** along with historical and comparative information is presented with and without the change in accounting principle related to GASB Statements No. 68 and No. 75.

- GASB 68 Accounting and Financial Reporting for Pensions adopted in fiscal year 2014-15.
- GASB 75 Accounting and Financial Reporting for Postemployment Benefits Other than Pensions adopted in fiscal year and 2017-18 respectively. This is immaterial for NPC.

The CFI measures the overall financial health of the institution based on the sufficiency and flexibility of resources, the management of debt, the performance of assets, and the results of operations. A score of 3.0 is considered the threshold for financial health. NPC's score is well above the threshold and has been for years



The financial ratios that make up the CFI include:

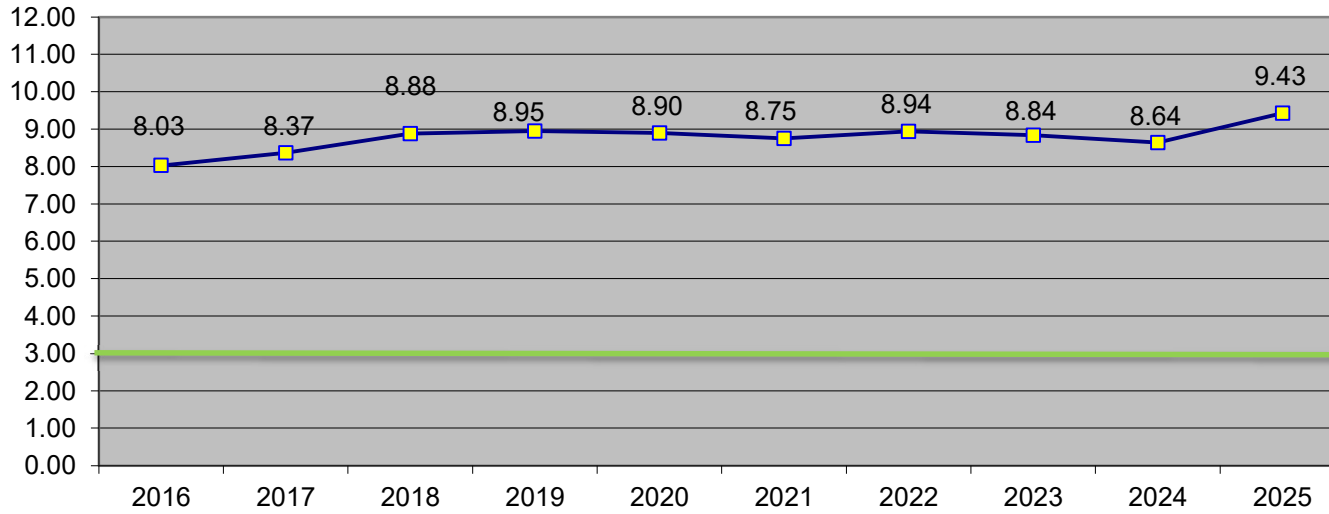
- **Primary Reserve Ratio** (CFI weight = 35%) – measures financial strength by comparing expendable net assets to total expenses. The ratio represents the percent of a year the institution could meet financial obligations with assets readily available. A ratio of .40 is considered the threshold for financial health. NPC's score is well above the threshold.
- **Net Operating Revenues Ratio (%)** (CFI weight = 10%) - measures whether the institutional operations resulted in a surplus or a deficit for the year. The ability of an institution to operate within available resources in basic day-to-day functions. The threshold for financial health is 4 percent. NPC's score is well above the threshold.
- **Return on Net Assets (%)** (CFI weight = 20%) - measures whether the institution's total assets (restricted and unrestricted) are increasing or decreasing. A ratio that is 3-4% above inflation is considered the threshold for financial health. A higher return on net assets means that the institution is using its assets and working capital efficiently and effectively. NPC's score is above the threshold.
- **Viability Ratio** (CFI weight = 35%) - measures the ability of an institution to meet its entire debt obligation with expendable assets. A ratio of 1.25 is considered the threshold for financial health. NPC has no long term debt or bonds, so this ratio is not applicable.



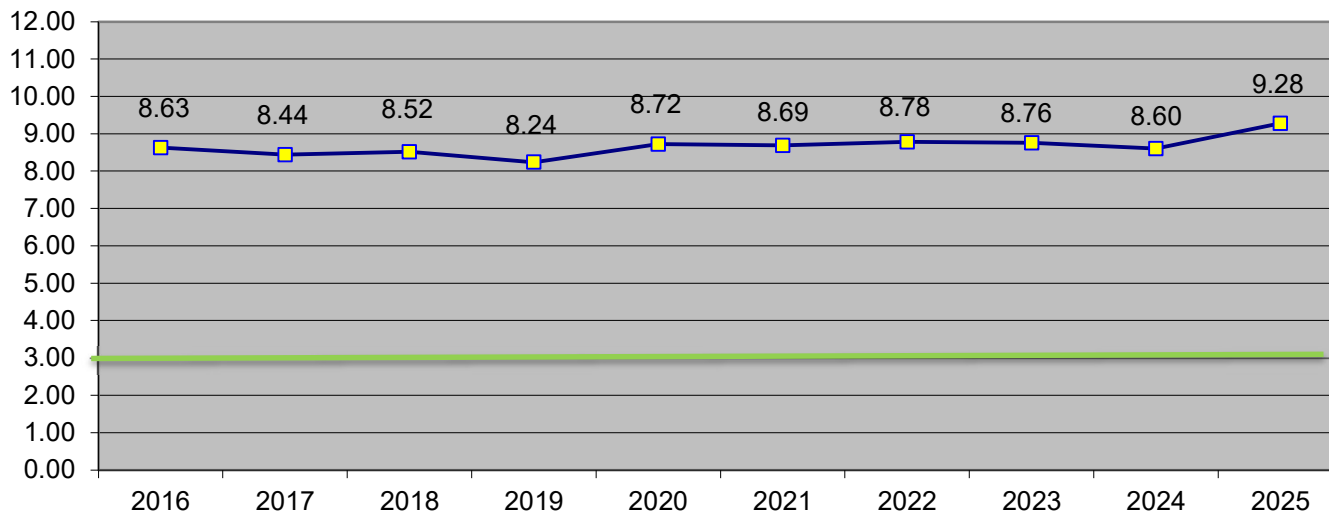
Northland Pioneer College

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Composite Financial Indicator with GASB Statements 68 & 75

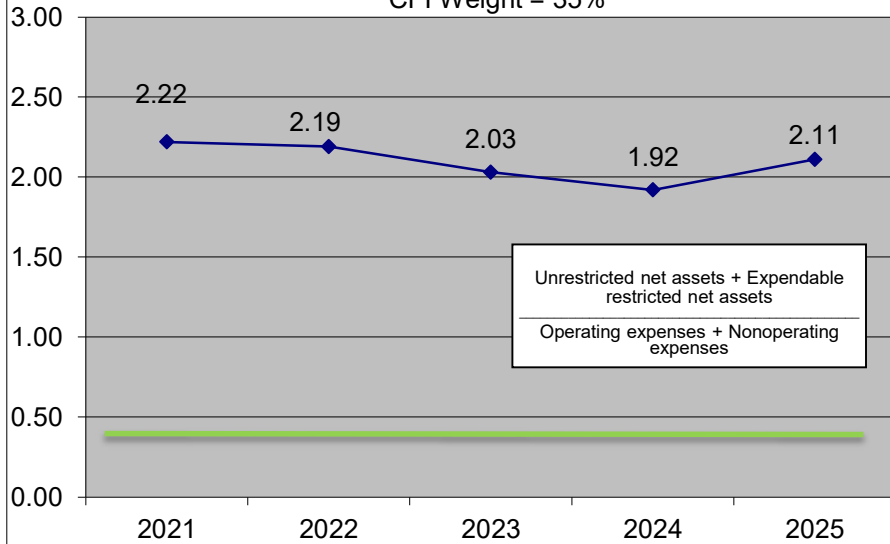


Composite Financial Indicator without GASB Statements 68 & 75



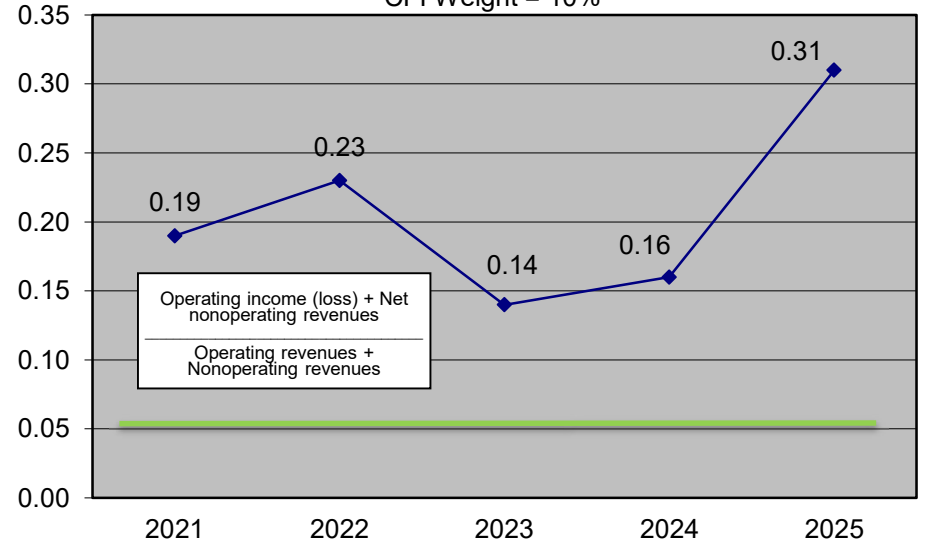
Primary Reserve Ratio with GASB Statements 68 & 75

CFI Weight = 35%



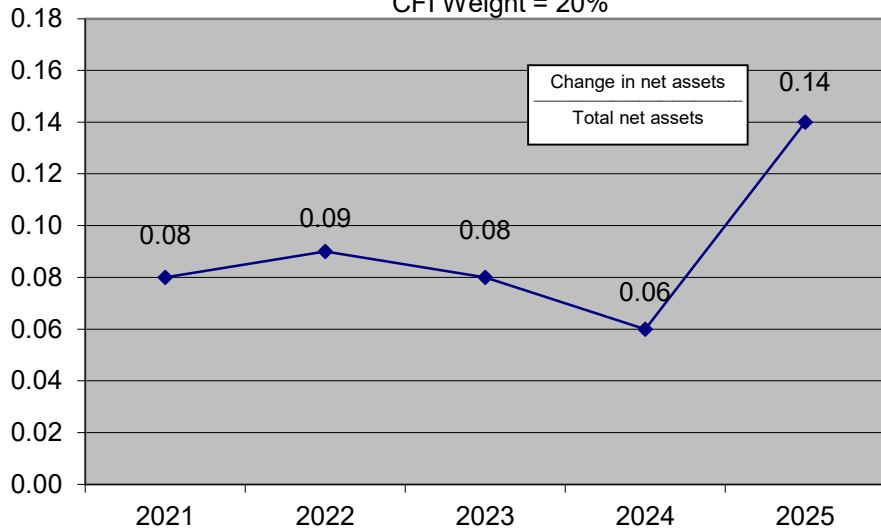
Net Operating Revenue with GASB Statements 68 & 75

CFI Weight = 10%



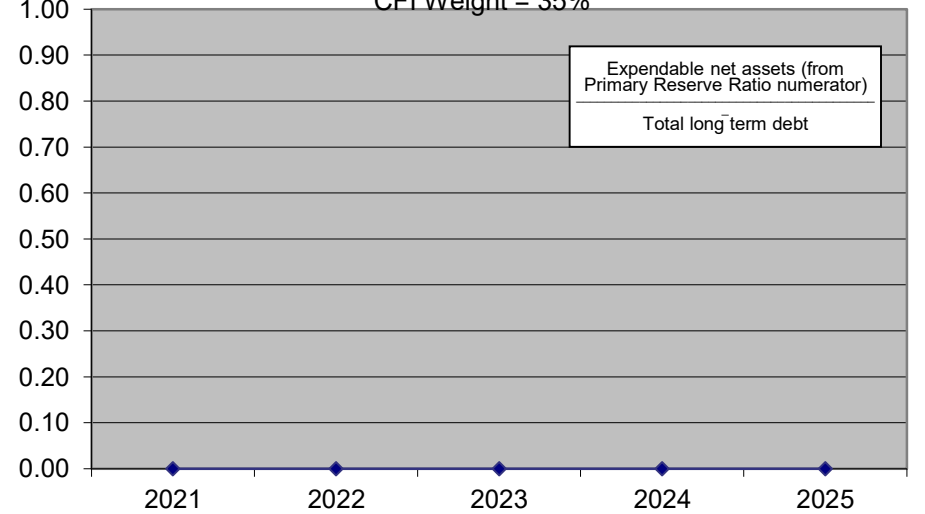
Return on Net Assets with GASB Statements 68 & 75

CFI Weight = 20%



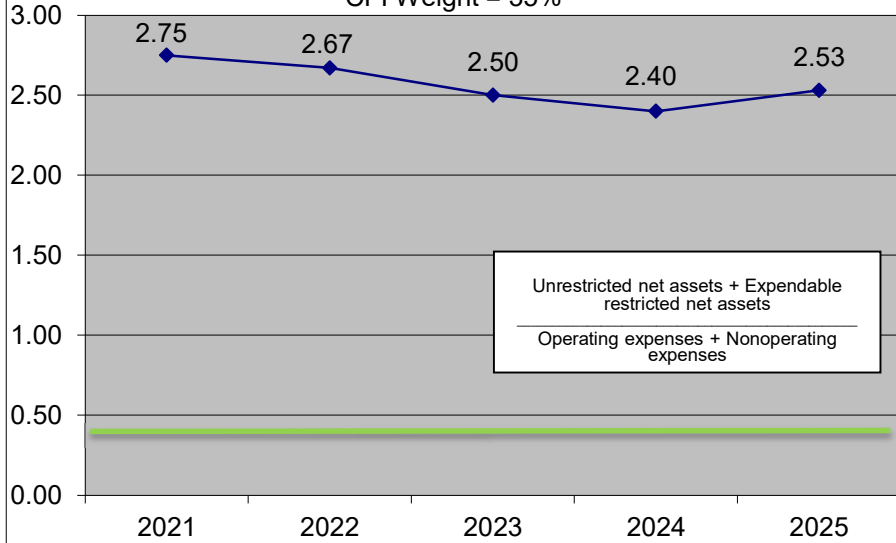
Viability Ratio with GASB Statements 68 & 75

CFI Weight = 35%



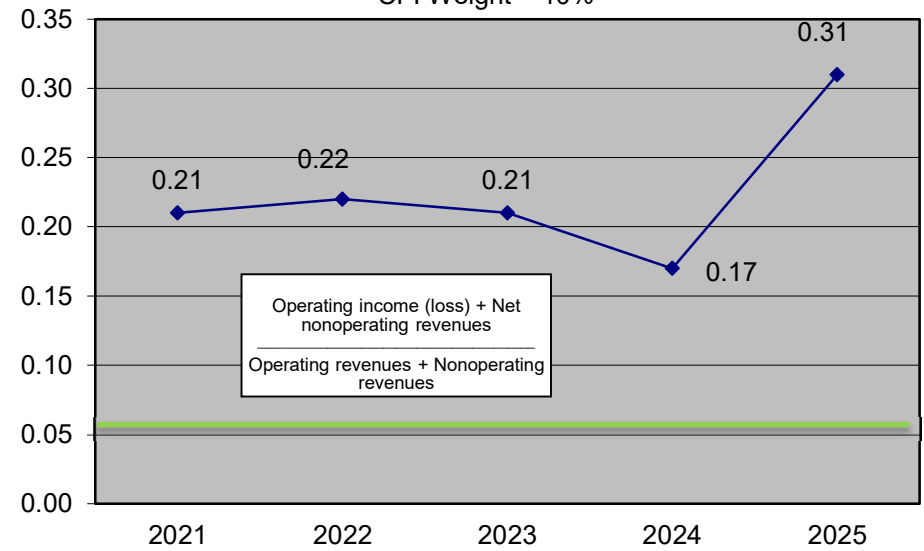
Primary Reserve Ratio without GASB Statements 68 & 75

CFI Weight = 35%



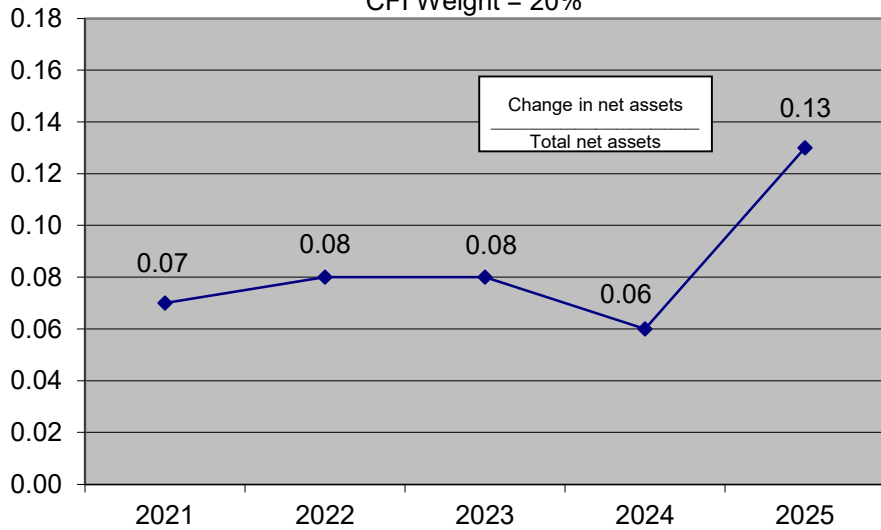
Net Operating Revenue without GASB Statements 68 & 75

CFI Weight = 10%



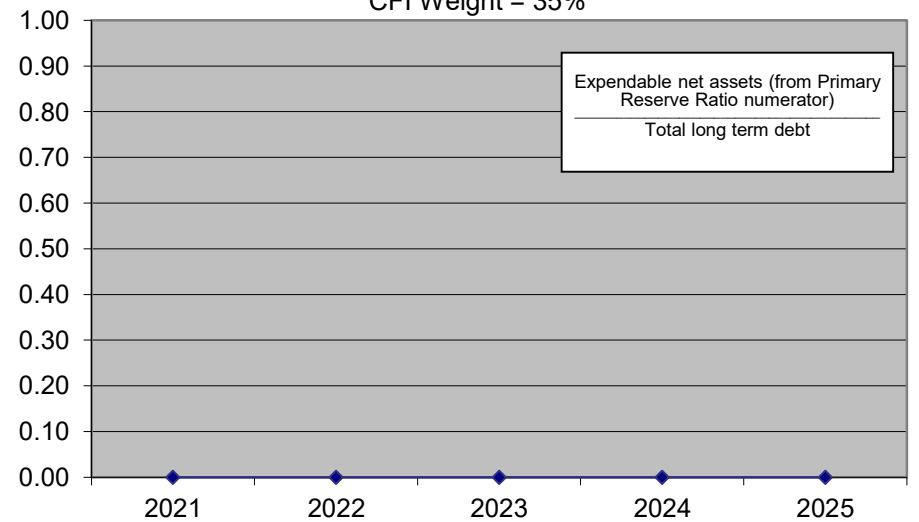
Return on Net Assets without GASB Statements 68 & 75

CFI Weight = 20%



Viability Ratio without GASB Statements 68 & 75

CFI Weight = 35%



Navajo County Community College District Governing Board Truth in Taxation Public Hearing Minutes

May 19, 2026 – 10:00a.m.

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

Governing Board Member Present: Chair Everett Robinson; Mr. Porter Black; Ms. Rosie Sekayumptewa; Ms. Kristine Laughter

Governing Board Members Absent: Mr. Derrick Leslie

Others Present: President Von Lawson; EVPLSS Michael Solomonson; VPAS Maderia Ellison; VPHR Nicole Ulibarri; AVP Michael Jacob; AVP Katie Matott; Dr. Michael Broyles; Horatio Luna; Rennie Gonzales; Julia Wilson; Melody Niesen; Dr. Tabitha Stickel; Dr. Jeremy Raisor; Rebecca Hunt; Andrew Farr; Cynthia Blevins; Alethia Broderick; Josh Rogers; Colleen Marsh; Chelsea Wood; Brynn Chlarson; Justin White; Jesse Reeck; Erika Lord; Jessica Kitchens; Russell Kupfer; NAVIT Superintendent Matt Weber

Remote Attendees: Ben Turner; Rebeccah Sweet; Francis Skibicki; Charity Butler; Alexandria Strittmatter; Kerri Larson; Brynna Johnson; Jeri Lastine; Dr. Farah Bughio; Rachel Townsend; Lia Keenan; Jennifer Brimhall; Candace Morehouse; Carla Wall; Bryan Heasty; Talaina Kor (Painted Desert Tribune); Elizabeth McKey; Andi Debellis; Karen Zimmerman; Staci Alatsis (SPS+ Architects); Sonali Shukia (SPS+ Architects)

Agenda Item 1: Call to Order

Chair Robinson called the hearing to order at 9:59 a.m.

Agenda Item 2: Public Hearing – Truth in Taxation Publications

Director of Financial Services Russell Kupfer reported that NPC complied with all applicable Arizona Revised Statutes concerning public notification requirements. Notices were published in the White Mountain Independent and the Painted Desert Tribune, press releases were issued, and all required documents were posted on the college website.

Documentation provided included:

- Truth in Taxation hearing notice
- News releases
- Legal notices
- Levy limit worksheets (FY2025 and FY2026)
- Truth in Taxation analysis
- Historical tax levy and tax rate comparison graphs

Agenda Item 3: Public Hearing – Truth in Taxation

Director of Financial Services Russell Kupfer reviewed the levy limit calculations and explained that the college is requesting the maximum allowable levy. Although the tax rate decreased



slightly from the previous year due to increased property valuations, the total levy amount increased in accordance with statutory formulas.

Agenda Item 4: Call for Public Comment

None.

Agenda Item 5: Adjournment

Chair Robinson adjourned the hearing 10:07 a.m.

Respectfully Submitted,



Julia Wilson
Recording Secretary to the Board

Draft



Navajo County Community College District Governing Board FY26-27 Budget Public Hearing Minutes

May 19, 2026 – 10:00a.m.

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

Governing Board Member Present: Chair Everett Robinson; Mr. Porter Black; Ms. Rosie Sekayumptewa; Ms. Kristine Laughter

Governing Board Members Absent: Mr. Derrick Leslie

Others Present: President Von Lawson; EVPLSS Michael Solomonson; VPAS Maderia Ellison; VPHR Nicole Ulibarri; AVP Michael Jacob; AVP Katie Matott; Dr. Michael Broyles; Horatio Luna; Rennie Gonzales; Julia Wilson; Melody Niesen; Dr. Tabitha Stickel; Dr. Jeremy Raisor; Rebecca Hunt; Andrew Farr; Cynthia Blevins; Alethia Broderick; Josh Rogers; Colleen Marsh; Chelsea Wood; Brynn Chlarson; Justin White; Jesse Reeck; Erika Lord; Jessica Kitchens; Russell Kupfer; NAVIT Superintendent Matt Weber

Remote Attendees: Ben Turner; Rebeccah Sweet; Francis Skibicki; Charity Butler; Alexandria Strittmatter; Kerri Larson; Brynna Johnson; Jeri Lastine; Dr. Farah Bughio; Rachel Townsend; Lia Keenan; Jennifer Brimhall; Candace Morehouse; Carla Wall; Bryan Heasty; Talaina Kor (Painted Desert Tribune); Elizabeth McKey; Andi Debellis; Karen Zimmerman; Staci Alatsis (SPS+ Architects); Sonali Shukia (SPS+ Architects)

Agenda Item 1: Call to Order

Chair Robinson called the hearing to order at 10:09 a.m.

Agenda Item 2: Public Hearing – 2026-2027 Proposed Budget

Director of Financial Services Russell Kupfer reviewed the proposed FY2026-2027 budget and expenditure limitation documents. The preliminary budget had been approved during the previous board meeting and could be reduced but not increased.

Key points included:

- Projected expenditures are expected to exceed the annual expenditure limitation.
- Sufficient carryforward funds are available to cover the difference.
- Available expenditure authority totals approximately \$26.9 million.
- All publication and public notice requirements were met.

Other discussion points included:

- Clarification that approximately \$19.97 million is generated through property taxes.
- Approximately \$13.7 million is expected from State Equalization Aid.
- State budget deliberations were still underway and could affect final funding levels.
- Potential reductions in state funding would be addressed through contingency planning.



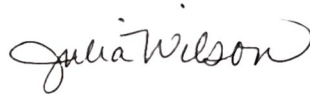
Agenda Item 3: Call for Public Comment

None.

Agenda Item 4: Adjournment

Chair Robinson adjourned the hearing 10:11 a.m.

Respectfully Submitted,



Julia Wilson
Recording Secretary to the Board

Draft



Navajo County Community College District Governing Board Special Meeting Minutes

May 19, 2026 – 10:00a.m.

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

Governing Board Member Present: Chair Everett Robinson; Mr. Porter Black; Ms. Rosie Sekayumptewa; Ms. Kristine Laughter

Governing Board Members Absent: Mr. Derrick Leslie

Others Present: President Von Lawson; EVPLSS Michael Solomonson; VPAS Maderia Ellison; VPHR Nicole Ulibarri; AVP Michael Jacob; AVP Katie Matott; Dr. Michael Broyles; Horatio Luna; Rennie Gonzales; Julia Wilson; Melody Niesen; Dr. Tabitha Stickel; Dr. Jeremy Raisor; Rebecca Hunt; Andrew Farr; Cynthia Blevins; Alethia Broderick; Josh Rogers; Colleen Marsh; Chelsea Wood; Brynn Chlarson; Justin White; Jesse Reeck; Erika Lord; Jessica Kitchens; Russell Kupfer; NAVIT Superintendent Matt Weber

Remote Attendees: Ben Turner; Rebecca Sweet; Francis Skibicki; Charity Butler; Alexandria Strittmatter; Kerri Larson; Brynna Johnson; Jeri Lastine; Dr. Farah Bughio; Rachel Townsend; Lia Keenan; Jennifer Brimhall; Candace Morehouse; Carla Wall; Bryan Heasty; Talaina Kor (Painted Desert Tribune); Elizabeth McKey; Andi Debellis; Karen Zimmerman; Staci Alatsis (SPS+ Architects); Sonali Shukia (SPS+ Architects)

Agenda Item 1: Call to Order

Chair Robinson called the hearing to order at 10:14 a.m.

Agenda Item 2: Request to approve FY 2026-27 Primary Property Tax Rate and Levy

Director of Financial Services Russell Kupfer requested the Board approve the Primary Property Tax Rate at 1.7478 and Tax Levy at \$19,970,918.

*Ms. Laughter made a motion to approve the Primary Property Tax Rate at 1.7478 and the Tax Levy at \$19,970,918. Mr. Black seconded the motion. **The motion carried upon a roll-call vote with Mr. Black, Ms. Sekayumptewa, Ms. Laughter and Chair Robinson voting in favor. There were no votes against.***

Agenda Item 3: Request to approve the FY 2026-27 Operating Budget

Director of Financial Services Russell Kupfer requested the Board approve the FY 2026-27 Operating Budget of \$44,008,718



*Ms. Laughter made a motion to approve the 2026-27 Operating Budget at \$44,008,718. Mr. Black seconded the motion. **The motion carried upon a roll-call vote with Mr. Black, Ms. Sekayumtewa, Ms. Laughter and Chair Robinson voting in favor. There were no votes against.***

Agenda Item 4: Request to Approve the 2027-2029 Proposed Capital Budget

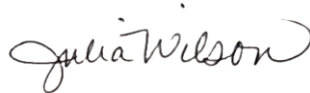
Director of Financial Services Russell Kupfer requested the Board approve the 2027-29 Proposed Capital Budget of \$29,901,800.

*Ms. Laughter made a motion to approve the 2027-2029 Proposed Capital Budget \$29,901,800. Mr. Black seconded the motion. **The motion carried upon a roll-call vote with Mr. Black, Ms. Sekayumtewa, Ms. Laughter and Chair Robinson voting in favor. There were no votes against.***

Agenda Item 5: Adjournment

Chair Robinson adjourned the special meeting 10:18 a.m.

Respectfully Submitted,



Julia Wilson
Recording Secretary to the Board



Navajo County Community College District Governing Board Regular Meeting Minutes

May 19, 2026 – 10:00a.m.

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

Governing Board Member Present: Chair Everett Robinson; Mr. Porter Black; Ms. Rosie Sekayumptewa; Ms. Kristine Laughter

Governing Board Members Absent: Mr. Derrick Leslie

Others Present: President Von Lawson; EVPLSS Michael Solomonson; VPAS Maderia Ellison; VPHR Nicole Ulibarri; AVP Michael Jacob; AVP Katie Matott; Dr. Michael Broyles; Horatio Luna; Rennie Gonzales; Julia Wilson; Melody Niesen; Dr. Tabitha Stickel; Dr. Jeremy Raisor; Rebecca Hunt; Andrew Farr; Cynthia Blevins; Alethia Broderick; Josh Rogers; Colleen Marsh; Chelsea Wood; Brynn Chlarson; Justin White; Jesse Reeck; Erika Lord; Jessica Kitchens; Russell Kupfer; NAVIT Superintendent Matt Weber

Remote Attendees: Ben Turner; Rebeccah Sweet; Francis Skibicki; Charity Butler; Alexandra Strittmatter; Kerri Larson; Brynna Johnson; Jeri Lastine; Dr. Farah Bughio; Rachel Townsend; Lia Keenan; Jennifer Brimhall; Candace Morehouse; Carla Wall; Bryan Heasty; Talaina Kor (Painted Desert Tribune); Elizabeth McKey; Andi Debellis; Karen Zimmerman; Staci Alatsis (SPS+ Architects); Sonali Shukia (SPS+ Architects)

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Robinson called the meeting to order at 10:19 a.m. and led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Chair Robinson called for a motion to adopt the agenda. Ms. Laughter 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, Ms. Laughter and Ms. Sekayumptewa voting in favor. There were no votes against.

Agenda Item 3: Emeritus Awards

John Deaton

John Deaton was recognized for more than four decades of service to NPC.

Highlights included:

- Joined NPC in 1979.
- Among the institution's earliest faculty members.
- Helped pioneer online education at NPC.
- Developed one of the college's first asynchronous online political science courses.
- Trained faculty in online instruction.
- Served generations of students with dedication and humor.

Board members expressed appreciation for his long-standing commitment to student success.



Tamara Osborne

A tribute was presented honoring the life and service of Tamara Osborne.

Highlights included:

- Her dedication to students and the Springerville community.
- Her belief in education's transformative power.
- Her ability to support and encourage students.
- Her positive impact on colleagues and institutional culture.

The award was accepted on behalf of the family by Jessica Kitchens, at the request of Tamara's son.

Several speakers shared personal reflections regarding Tamara's compassion, leadership, and lasting influence.

Donna Johnson

Donna Johnson was recognized for more than 30 years of service to NPC.

Highlights included:

- Began at NPC as a student and work-study employee.
- Earned bachelor's and master's degrees.
- Became a full-time faculty member in College and Career Preparation.
- Served communities throughout the district.
- Inspired students through her personal educational journey.

Mindy Neff

Mindy Neff was recognized for 25 years of service to NPC.

Highlights included:

- Served as Systems Analyst beginning in 2000.
- Played a key role in ERP implementations.
- Returned after retirement to assist with major technology transitions.
- Protected critical institutional data and systems.
- Provided extensive technical expertise and mentorship.

Her contributions were recognized as essential to the college's operational success.

Agenda Item 4: Call for Public Comment

None.

Agenda Item 5:

5.A Standing Presentations

5.A.1. Financial Position

Vice President Ellison provided the Board with a financial report through February 28, 2026.

Highlights included:

General Fund

- Revenue: approximately 75% of budget versus a target of 67%.
- Expenditures: approximately 60% of budget versus a target of 67%.

Restricted Funds

- Revenues: approximately \$4.3 million.
- Expenditures: approximately \$4.6 million.
- Timing differences explained due to grant reimbursements.



Auxiliary Funds

Activities include:

- Bookstore
- Theater operations
- Telecommunications tower rentals

Cash Position

- Total cash receipts: approximately \$40 million.
- Cash expenditures: approximately \$34 million.
- Net cash position: approximately \$5.9 million.

Board members also discussed interest earnings generated from grant funds and their allocation.

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

SGA Adviser Jennifer Brimhall presented the Board with an update on SGA Activities.

Highlights included:

- "Brain Food" support program during finals week.
- Student voting process for a new SGA T-shirt design.
- Election of 2026-2027 student officers.

New officers:

- President: Seth Marticon
- Secretary: Pamela Bishop

Additional updates:

- Recognition of graduating student leaders.
- Addition of a new advisor, Debbie Gabbers.
- Plans to increase student engagement and recruitment.
- Continued efforts to educate students about the purpose and role of SGA.

Board discussion encouraged:

- Participation in national student leadership opportunities.
- Exploration of involvement with the American Indian Higher Education Consortium (AIHEC).

5.A.3. NPC Faculty Association

No report.

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

CASO President Cynthia Blevins presented the Board with an update on CASO activities.

Highlights included:

- Awarding three CASO scholarships instead of two.
- Planning for the fall Convocation silent auction fundraiser.
- Ongoing officer elections for the upcoming year.

Scholarship recipients represented:

- Early Childhood Studies
- Nursing
- Elementary Education

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

NPC Friends and Family Director Jesse Reeck presented the Board with an update on NPCFF activities.



Highlights included:

- Significant increase in scholarship applications.
- Successful implementation of the AwardSpring platform.
- 97 scholarship awards distributed for Fall 2026.
- Approximately \$109,000 awarded in scholarships.
- New donor-supported scholarship programs.
- Partnerships supporting nursing and career technical education students.
- Continued support for GED testing, placement testing, transportation assistance, and emergency aid.

5.A.6. Human Resources

VPHR Nicole Ulibarri presented the Board with an update on HR activities.

Highlights included:

- Preparations for June new employee orientation.
- Continued staffing recruitment efforts.
- Successful implementation of NeoEd recruiting software.
- Employee turnover rate of approximately 5.45%.
- Ongoing supervisor training and employee wellness initiatives.

5.A.7 Construction Report

Director of Facilities Justin White presented the Board with an update on the Kayenta and Winslow projects.

Kayenta Project

- Construction permit received.
- Construction activities beginning.
- Procurement of long-lead equipment completed.
- Monthly visual progress reports will be provided moving forward.

Winslow Project

Sonali Shukla from SPS+ Architects provided the Board a PowerPoint presentation of the design/renderings/finishes for the Winslow project. Other discussion items for this project included:

- Planned October construction start.
- Anticipated completion in late spring.
- Additional storage and support space.
- Consideration of future student gathering and study spaces.

5.A.8. Leadership Council

No report.

5.A.9 ERP Implementation Update

Project Manager Colleen Marsh provided the Board an update on the ERP Go-Live Status.

Highlights included:

Project Status

- The ERP project is in its final phase after nearly three years of implementation.
- Key milestones achieved:
 - Finance and Human Capital Management (HCM) modules are live.
 - Student and Faculty Portals are live.
 - Reach recruitment platform is live.
 - Core functional ERP modules have been successfully deployed.



- As of the meeting:
 - 106 days until Finance and HR stabilization milestone.
 - 57 days until Student Portal milestone.
 - Only one semester remains in the original project timeline.

Integration Progress

The focus has shifted from module implementation to system integration.

Completed or Active Integrations

- Finance and HR integrations with ADP.
- Reach recruitment integration with the student information system.
- Blackboard integration (recently activated).
- National Student Clearinghouse integration.
- Maxient incident management integration.
- eCampus and Accuplacer integrations.

Remaining Integrations

- Rave emergency notification system.
- Additional student system integrations still under development.
- Rave integration currently functions through manual data entry and will eventually automate student and employee notification management.

Faculty Workload and Payroll Automation

A major summer initiative involves:

- Automating faculty contracts, letters of intent, and payroll processing.
- Integrating HR, course scheduling, workload assignments, and compensation calculations.
- Eliminating many spreadsheet-based manual processes.
- This project is expected to undergo User Acceptance Testing (UAT) during the summer with a goal of going live before fall semester.

Vendor Resource Shortages

The largest project risk identified is a shortage of vendor resources.

Following:

- Ownership changes,
- Corporate restructuring,
- Layoffs,
- Staff reassignment to new products
- Vendor has significantly reduced implementation staffing.

Impacts include:

- Fewer consultants available for integrations.
- Delays in analytics development.
- Delays in budget planning support.
- Slower progress on remaining implementation activities.

Despite these issues, leadership expressed confidence that:

- Existing live systems are stable.
- Contractual obligations remain enforceable.
- The vendor is expected to deliver all promised services.

Current Operational Priorities

The highest-priority issues currently being addressed include:

1. Data and reporting accuracy.
2. Staff and faculty training.



3. System issue resolution.
4. Account provisioning and access management.
5. Registration processing.
6. Graduation processing.

The project team is currently managing approximately:

- 60 open issues at any given time.
- Issues are continuously resolved and replaced by newly discovered items.

Critical issues receive priority when they affect:

- Student registration,
- Financial aid,
- Student financial transactions,
- Core student services.

Training Concerns

The implementation originally followed a "train-the-trainer" strategy.

Challenges arose because:

- Formal training services were excluded from the vendor contract.
- Several key personnel responsible for training and support have departed or moved into other positions.
- Vacancies, including the Registrar position, increased workload on the project manager and technical staff.

Planned improvements include:

- Lunch-and-learn training sessions.
- Video-based training resources.
- Office hours and user support sessions.
- Expanded use of the NeoEd platform for training delivery.

Contract and Vendor Accountability

Board members expressed concern regarding:

- The vendor's acquisition and restructuring.
- Potential reductions in service levels.
- Delays caused by staffing changes.

Management reported:

- The vendor remains contractually obligated to deliver all agreed-upon services.
- Escalations are occurring at executive levels.
- Discussions regarding financial concessions and service credits are ongoing.
- Executive sponsors meet regularly with vendor leadership to ensure accountability.

Legacy System Transition

The institution has fully transitioned away from the legacy Jenzabar system.

Current status:

- Jenzabar is no longer used for active transactions.
- Historical data remains available in read-only form.
- Local database copies are maintained for archival access.
- Plans are underway to move historical data into alternative access solutions.

The expectation is that:

- Most ongoing Jenzabar-related costs will end.
- Only a small number of maintenance agreements for custom-developed components may remain temporarily.



5.A.10 External Relations

No report.

5.A.11. Arizona Association of Community College Trustees (AACCT)

Chair Robinson provided a report on AACCT activities.

Highlights included:

- **AACCT Meeting in Mesa**
 - The Arizona Association of Community College Trustees held a meeting in Mesa with approximately **36 trustees from across Arizona** in attendance.
 - Attendees received briefings on:
 - Updates to Arizona's **Open Meeting Law**.
 - Pending state legislation affecting community colleges.
 - Ongoing budget disagreements between the **Governor's Office** and the **Arizona Legislature**.
- **Artificial Intelligence Curriculum Opportunity**
 - Representatives from **Cochise College** presented information about an **Artificial Intelligence program** they are developing.
 - The curriculum is being created as an **Open Educational Resource (OER)**, allowing other colleges to adopt and implement it at little or no cost.
 - Potential implementation options include:
 - Hiring a Cochise College adjunct instructor.
 - Offering the program remotely.
 - Adapting the curriculum for local instruction.
 - The AI program development is supported by a **federal grant**, making it a potentially cost-effective opportunity for the institution.

The Board took a break from 11:29am to 11:35am.

Agenda Item 6: Instructional Support Update

Instructional Support Chair Dr. Michael Broyles presented an update to the Board.

Highlights included:

Faculty Recognition and Awards

Several NPC faculty members were recognized for outstanding achievements:

- **OER Architect Award**
 - Awarded to Andi DeBellis, Instructional Designer.
 - Presented by OER Arizona for contributions to Open Educational Resources (OER).
- **Innovation of the Year Award**
 - Awarded to Dr. Kathleen Berlin and Dr. Dylan Stiegemeier.
 - Presented by the League for Innovation in the Community College.
 - Recognized for their project, "Environmental Policy Meets Biology Learning Community," which integrates interdisciplinary learning and innovative instructional practices.

Arizona Transfer Summit Participation

NPC had strong representation at the **Arizona Transfer Summit**, a statewide event focused on transfer and articulation among higher education institutions.



Participation included:

- 14 NPC attendees:
 - 3 administrators
 - 4 faculty members
 - 7 staff members
- NPC faculty and staff served as presenters, sharing expertise and engaging with colleagues from across Arizona.

The summit provided valuable opportunities for collaboration and professional development related to student transfer pathways and academic articulation.

Importance of Peer-Reviewed Research

A significant portion of the presentation focused on the value of **peer-reviewed literature** as a foundation for institutional decision-making and educational improvement.

Key points included:

- Peer review is a rigorous scholarly process in which experts evaluate research before publication.
- While not perfect, peer review remains the most reliable and widely accepted method for validating academic research.
- Peer-reviewed resources can be found through:
 - Academic databases such as Academic OneFile and EBSCOhost.
 - Google Scholar.
 - Academic books published by university and scholarly presses.

Services Offered by Instructional Support

The department offered its expertise to the Board, administration, faculty, and staff by aiding with:

- Locating peer-reviewed research.
- Summarizing and interpreting scholarly literature.
- Applying research findings to institutional challenges and decision-making.
- Collaborating with NPC librarians to access specialized academic resources.

The presenter encouraged board members and college personnel to contact the department whenever they need research support on topics relevant to the college.

Board Response

Board members:

- Congratulated the award recipients.
- Expressed appreciation for the accomplishments of NPC faculty and the department's commitment to evidence-based practices.

Agenda Item 7: Spring Semester 2026 45th Day Census Report

Executive Vice President of Learning and Student Services Dr. Mike Solomonson provided the Board the Spring Semester 2026 45th Day Census Report.

Highlights included:

Enrollment Overview

- Full-Time Student Equivalency (FTSE) decreased slightly by 0.8% compared to Spring 2025.
- Unduplicated headcount declined by 1.7% year over year.
- Administration characterized the decrease as relatively minor and not a significant concern.
-

Navajo County Community College District Governing Board Regular Meeting – 05/19/2026 – Page 8 of 13



Northland Pioneer College

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Enrollment Outlook

- Board members noted encouraging signs from commencement and completion ceremonies, suggesting that Fall 2026 enrollment may increase.
- Dr. Solomonson indicated that preliminary numbers for the upcoming semester appear promising.

Discussion of Enrollment Trends

Board Member Black asked whether broader trends affecting higher education including changing demographics, artificial intelligence, shifts in higher education participation, might impact future enrollment. Dr. Solomonson responded that community colleges experienced enrollment declines for roughly a decade prior to and during the pandemic. NPC had recently experienced approximately four consecutive semesters of enrollment growth, making the current slight decline relatively modest. Enrollment trends are influenced in part by demographic changes and the size of the college's feeder-school population.

Faculty Diversity Discussion

Board Member Laughter raised questions regarding the demographic composition of NPC's faculty compared to the student population. Ms. Laughter noted that student demographics show approximately 43.9% Caucasian students 29.3% Native American students. Her constituents had asked whether faculty demographics reflect the diversity of the student body. Ms. Laughter expressed interest in reviewing faculty demographic data, understanding whether faculty representation aligns with student enrollment demographics. VPHR Nicole Ulibarri replied that she will investigate that. Ms. Laughter also requested exploring opportunities to recruit and develop faculty members from underrepresented groups and identifying qualified internal staff members who may possess bachelor's, master's, or doctoral degrees and could potentially advance into faculty positions. Dr. Solomonson agreed to investigate available demographic reporting tools and provide faculty demographic information if available within the institution's systems.

Agenda Item 8: President's Report

Dr. Lawson provided the Board a report including the following highlights:

New Chief of Staff

Dr. Lawson formally introduced Rebecca Hunt as NPC's new Chief of Staff. Her primary responsibilities include

- Leading the college's strategic planning process.
- Managing implementation of the Strategic Plan.
- Coordinating shared governance activities across the institution.
- She will work closely with Institutional Effectiveness leadership and provide future updates to the Board.

Graduation

Dr. Lawson praised staff for their extraordinary response to a severe weather event immediately before commencement. He specifically recognized Jessica Kitchens, Justin White, and Robert Railey for their leadership during the crisis. Safety concerns led to the decision to move graduation indoors. The event was relocated to facilities at Holbrook Unified School District. Staff and volunteers transformed the auditorium and gymnasium into graduation venues within approximately three hours. He also commended all employees and volunteers who worked under difficult conditions to ensure students and families could celebrate graduation. Dr. Lawson noted that he plans to conduct a post-event review of commencement operations, evaluate improvements for future ceremonies, and continue exploring indoor graduation options for future

Navajo County Community College District Governing Board Regular Meeting – 05/19/2026 – Page 9 of 13



Northland Pioneer College

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years. Board members discussed the possibility of adding a winter commencement ceremony and continuing indoor ceremonies due to positive feedback from students and families.

Northeastern Arizona Training Center (NATC) Funding

The college received notice from the offices of Senators Mark Kelly and Ruben Gallego that a funding request had advanced in the federal appropriations process. The funding includes \$900,000 requested for first responder training facility improvements. Upgrades are needed to the driving track at the NATC facility to maintain certification of the law enforcement training program. The driving track requires approximately \$1.2 million in improvements. Additional funding sources are still being pursued for the additional \$300,000 needed for the upgrades. While funding is not guaranteed, advancement of the request represents a significant positive step.

Water Festival Success

NPC hosted a regional water conservation education event that included 23 teachers from 7 schools. Approximately 520 elementary students attended the event. 22 community volunteers and 26 student volunteers from Blue Ridge Junior High supported the event along with NPC staff. Students learned about water conservation, environmental stewardship and participated in science-related activities. The event was highly successful and generated positive community feedback. Dr. Lawson also praised Jessica Kitchens and her team, Adult Education and ESL staff, and Kids College representatives for supporting the event and promoting college programs.

St. Johns Unified School District "Day of Genius"

Dr. Lawson attended a student showcase event and was highly impressed by the quality of student projects that included, scientific research projects, welding demonstrations, entrepreneurship ventures such as horse tack and saddle-making, and engineering studies. The event provided valuable opportunities to connect with prospective students, promote NPC programs and encourage dual-enrollment participation. Several parents expressed interest in NPC enrollment opportunities.

Dr. Lawson reported that he attended the inauguration of Chairman Orlando Carroll and the newly elected tribal leadership. He also reported positive engagement and strong support for NPC within the White Mountain Apache community. Dr. Lawson noted that the college continues efforts to establish relationships with newly elected Hopi leadership and plans to continue outreach and collaboration.

Board Member laughter shared feedback received during a meeting of Northern Arizona University's Native American Advisory Board. She said that Tribal representatives recognized Dr. Lawson's efforts to engage directly with tribal communities. NPC's outreach to Hopi leadership was viewed positively. Tribal leaders encouraged deeper collaboration between NPC, NAU, and Native-serving educational organizations. He emphasized the importance of strengthening university transfer pathways, increasing visibility of NPC opportunities among Native American students and continuing government-to-government and educational partnerships.

Ms. Laughter asked Dr. Lawson about students who are slightly short of graduation requirements being able to participate in commencement ceremonies. Dr. Lawson replied that students who are only a small number of credits short may be allowed to participate in commencement. He noted that several students benefited from this practice during the current year and that staff worked quickly to ensure eligible students could walk in graduation ceremonies while completing remaining requirements. Ms. Sekayumptewa commented that families expressed appreciation for the flexibility shown.



Chair Robinson mentioned an article that he read regarding another community college's use of AI to read graduates names. He noted that it was not successful and expressed appreciation to Dr. Richard Harris for reading all of NPC's graduates' names at commencement this year.

Agenda Item 9: Consent Agenda

- A. Board Meeting Minutes for April 10, 2026 (Julia Wilson)
- B. Board Regular Meeting Minutes for April 21, 2026 (Julia Wilson)
- C. New Board Policy 1048 (Chair Robinson)
- D. Board Executive Session Meeting Minutes
 - 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

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

Agenda Item 10: For Discussion and Possible Action

10.A. Old Business

There was no old business to review.

10.B New Business

10.B.1 Request to accept the Single Audit for FY June 2025

Controller Scott Flake requested the Board accept the Single Audit findings for the FY ending June 30, 2025. Carla Wall from the Arizona Auditor's office and Bryan Heasty, from auditing firm CliftonLarsonAllen LLP, presented the Board with their findings from the Single Audit.

Chair Robinson noted that no motion vote was needed from the Board to accept the Single Audit FY June 2025. He then called for the vote with Mr. Black, Ms. Sekayumtewa, Ms. Laughter, and Chair Robinson all voting in the affirmative. There were no votes against.

10.B.2 Request to accept grant funds from AISES

Dean of Career and Technical Education Dr. Jeremy Raisor requested the Board accept grant funding from Advancing Indigenous Science and Engineering Society to advance cyber security training.

Ms. Laughter made a motion to accept grant funds from AISES in the amount of \$40,000. Ms. Sekayumtewa seconded the motion. The motion carried upon a roll-call vote with Chair Robinson, Mr. Black, Ms. Laughter, and Ms. Sekayumtewa voting in favor. There were no votes against.



10.B.3 Request to approve Anthology student license increase

AVP of Information Technology Michael Jacob requested the Board approve the 2028-2029 Academic Calendar an increase of Anthology student licenses in the amount of \$50,114

Chair Robinson noted that no motion was needed from the Board to approve the request. A roll call vote approved the request unanimously.

10.B.4 Request to approve Sparklight contract

AVP of Information Technology Michael Jacob requested the Board approve a three-year contract for network infrastructure services with Sparklight in the amount of \$459,720.

Chair Robinson noted that no motion was needed from the Board to approve the request. A roll call vote approved the request unanimously.

10.B.5 Request to approve ERP Post Go-Live Managed Services

AVP of Information Technology Michael Jacob requested the Board approve the purchase of Managed Services from Ellucian in the amount of \$173,280 for 1 full-time consultant and one part-time consultant.

Chair Robinson noted that no motion was needed from the Board to approve the request. A roll call vote approved the request unanimously.

10.B.6 Request to approve ERP back-end data access subscription

AVP of Information Technology Michael Jacob requested the Board approve the purchase of an ERP back-end data access subscription from Ellucian in the amount of \$30,000.

Chair Robinson noted that no motion was needed from the Board to approve the request. A roll call vote approved the request unanimously.

10.B.7 Request to approve travel for Board Member Porter Black

Recording Secretary to the Board Julia Wilson requested the Board approve travel for Board Member Porter Black to attend the 2026 ACCT New Trustee Governance Leadership Institute in Anaheim, California.

Chair Robinson noted that no motion was needed from the Board to approve the request. A roll call vote approved the request unanimously.

The board entered Executive Session at 1:08 p.m. and returned to public session at 1:45 p.m.

10.B.8 Executive Session 1

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.

10.B.9 Executive Session 2

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 Chair Robinson.



10.B.10 Action from Executive Sessions 1 & 2

Chair Robinson directed Vice President Nicole Ulibarri to proceed with the items discussed in Executive Session 1.

Chair Robinson announced that he would not be seeking reelection for the Board as discussed in Executive Session 2.

Agenda Item 11: DGB Agenda Items and Informational Needs for Future Meetings.

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

Chair Robinson requested clarification on the mileage reimbursement rates.

Chair Robinson requested Board members provide him 5 bullet points by the August regular meeting on what a new Board member needs to know for a proposed DGB handbook.

Chair Robinson requested the Board let him know if they would like to travel to the ACCT Conference in Chicago by June 8.

Chair Robinson requested an agenda item to be added to the June Meeting to cancel the July 2026 Regular DGB Meeting.

Agenda Item 12: Board Report/Summary of Current and Upcoming Events

CCP Completer Ceremony May 19, 2026 at Silver Creek Campus Performing Arts Center

EMT/Paramedic Completer Ceremony May 23, 2026 at Silver Creek Campus Performing Arts Center

NEALETA Completer Ceremony May 29, 2026 at Silver Creek Performing Arts Center

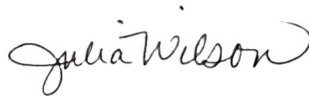
Agenda Item 13: Announcement of Next Regular Meeting

Chair Robinson announced the next regular meeting of the DGB would be held June 16, 2026.

Agenda Item 14: Adjournment

Chair Robinson declared the meeting adjourned at 2:05 p.m.

Respectfully Submitted,



Julia Wilson

Recording Secretary to the Board



INTERGOVERNMENTAL AGREEMENT FOR CYBER SECURITY INTERNSHIPS

This INTERGOVERNMENTAL AGREEMENT (“Agreement”) is made as of the date of last signature below (“Effective Date”), between the Navajo County Community College District dba Northland Pioneer College (“District”), a political subdivision of the State of Arizona, and the State of Arizona Department of Homeland Security | Cyber Command (“Agency”). District and Agency are also referred to herein individually as “Party” and collectively as “Parties.”

RECITALS:

A. District is a 2-year community college and is authorized to enter into this Agreement pursuant to A.R.S. §§ 11- 952, 15-1401, and 15-1444. District operates a Computer Information Systems Cybersecurity Program wherein its students may earn a Certificate of Proficiency, Certificate of Applied Science, and/or an Associate Degree.

B. Agency is a Department of the Arizona State Government engaged in, among other things, providing cybersecurity services to the Arizona State Government and its political subdivisions, including but not limited to the District. Agency is authorized to enter into this Agreement pursuant to A.R.S. §§ 11-952, 41-4254, and 41-4282.

NOW, THEREFORE, for and in consideration of mutual promises and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **PURPOSE.** The purpose of this Agreement is to establish the framework within which the Agency and District will provide eligible students enrolled in District’s Cybersecurity Program with practical opportunities in the field of cybersecurity by providing services to Agency.

2. **TERM.** The Agreement shall commence on January 1, 2026 and shall be in effect for three (3) years (“Term”). This Agreement may be renewed for additional three-year terms , by written amendment signed by both Parties.

3. CYBER SECURITY INTERNSHIPS

3.1 **Cybersecurity Center.** During the Term of this Agreement, Agency will operate a virtual Cyber Security Operations Center (“Center”), described more in Section 4 below.

3.1.1 Agency may provide one (1) employee to serve as the Center’s manager (“Manager”).

3.1.2 Agency shall be solely responsible for the administrative operations, staffing, compensation and other functions for the Center in accordance with the Agency’s guidelines and procedures.

3.2 **Cybersecurity Internships.** As a necessary part of Agency’s operation of the Center, Agency shall provide eligible District students with paid internships. A student is eligible if enrolled in 1 or more credits with the District and meets the internship pre-requisites, which shall be determined by the Parties jointly.

3.2.1 Agency will follow the Agency’s own procedures in identifying the students to be provided with internship positions.

3.2.2 Students providing services as interns shall be under the sole control of the Agency, and will be subject to the Agency’s policies, including any required background checks prior to beginning the Internship.

3.2.3 Agency shall provide District student interns with training and hands-on supervision for all aspects of the Agency’s activities and work the students will be involved in the internship.

3.2.4 As the Agency deems appropriate in its sole discretion, Agency may provide interns with referrals to the State IT/Cyber jobs.

3.2.5 Agency will provide interns with certificates of successful completion of the program based on criteria set by the Agency.

3.2.6 Agency will work with District to inform District students about the internship opportunities through announcements, open house, orientations or other activities.

3.2.7 Agency shall meet with the District's designated representatives on a quarterly basis to review the performance of the Internship program.

4. DISTRICT FACILITIES

4.1 **Schedule of Use.** During the Term, Agency shall have access to and use of the District Facilities as reasonably necessary for purposes of completing this Agreement during the normal operating hours of the Facilities and in accordance with the District's academic calendar (<https://www.npc.edu/academic-calendar>). In the event Agency requires additional access to the Facilities, Agency will request such use in writing at least one (1) week in advance, for which District agrees to take reasonable measures to accommodate.

4.2 **Conference Rooms or Classrooms.** Agency may request access to a conference room or classroom by submitting an advance request to the District's Career Technical Education ("CTE") Program at least one (1) week prior to the desired date of such use. Space availability is determined on a first-come basis.

4.3 **Other Access.** Agency, its employees, interns, volunteers, agents, and patrons (collectively, the "Agency Parties") shall also have access to the public/visitor parking, hallways, and restrooms on the days and during hours Agency uses the Facilities as authorized under this Agreement.

4.4 **Terms of Use.** All use of District Facilities by Agency shall comply with the District's facility use procedure, Procedure 2505, as may be amended, which is available at <https://www.npc.edu/procedure-2505> and incorporated herein by this reference.

4.5 **Computer and Electronic Access and Usage.** All use of District computers by Agency shall comply with the District's Technology Advancement and Support procedures, as may be amended, which are available at <https://www.npc.edu/policies-procedures/technology-advancement-support-general-2200s> and incorporated herein by this reference. Student interns will also be expected to sign an additional agreement outlining specific restrictions and expectations related to cybersecurity work performed on District computers.

4.6 **Furniture; Fixtures.** District will supply the fixtures, furniture and equipment at the Facilities reasonably necessary to complete the terms of this Agreement.

4.7 **Technology Support.** District will provide participating students with access to the District's designated CIS department networks or hotspots, as needed. District will provide access to telephones, computer equipment, limited technology support services and resources as may be reasonably necessary to participate in and complete the Internship. District's CIS departmental technology support services include physical maintenance, basic operating system updates, and related configuration. District IT technology support services scope is limited to offering suggestions or guidance when necessary. District CIS departmental and IT support makes no warranties regarding the compatibility or functionality of Agency's applications when running concurrently or sequentially with other applications. Any troubleshooting required due to conflicts between two software platforms is outside the scope of the District's IT support services and shall be provided by the Agency's IT department.

5. FINANCIAL CONSIDERATIONS

5.1 Exchange of Value. The Parties have determined that the exchange of services by the Parties under this Agreement is comparable in value and that no money will be exchanged between the Parties. District shall review the Activities on an annual basis and the Parties shall adjust the value of the Activities as necessary to maintain parity.

5.2 Other Charges. Agency shall be responsible for the payment of all additional charges resulting from use of the Facilities by Agency or Agency Parties, including any damages or alterations, other than normal wear and tear, to the Facilities by Agency or Agency Parties, and for any damages to or loss of the Facilities' furnishings, fixtures and equipment caused by Agency or Agency Parties upon expiration of the Term. All such charges shall be based on actual cost. AZDOHS has the right to participate in resolving a claim if the District is mistakenly claiming that AZDOHS, its employees, agents, volunteers, or patrons broke, altered or damaged District's property. Agency shall submit all payments for additional charges within thirty (30) days of receiving an invoice from District.

6. TERMINATION; CANCELLATION

6.1 Termination at Will. Either Party may cancel this Agreement upon ninety (90) days' prior written notice to the other Party.

6.2 Termination for Cause. In the event either Party fails to comply with or observe any provision of this Agreement (a "Breach"), and such Breach remains uncured beyond thirty (30) days' written notice to the Breaching Party, the non-Breaching Party may, in addition to any other remedy available, terminate this Agreement at the conclusion of the thirty (30) day notice period. Notwithstanding the foregoing, the Parties recognize that a breach may occur that requires more than thirty (30) days to cure, in which case the Parties shall negotiate an alternative cure period. In the event of termination for Breach, the Breaching Party forfeits any rights afforded to it under this Agreement.

6.3 Cancellation for Lack of Funding. Additionally, the Parties understand that the continuation of the Agreement during the Term shall be contingent upon receipt of sufficient funding by each Party, to include but not limited to appropriation or allocation of funds by the Legislature and/or the District Governing Board. A Party receiving insufficient funding shall notify the other Party in writing of insufficient funding as soon as reasonably possible.

6.4 Effect of Termination/Cancellation. In the event the Agreement is terminated or cancelled prior to the Term expiration, all property used for purposes of this Agreement shall remain the property of the Party providing such property.

7. INSURANCE

7.1 Insurance by Agency. As the State of Arizona is self-insured, and as the Agency is a Department of the State of Arizona, the Agency shall not be required to procure or provide insurance. Agency shall provide a certificate of self-insurance upon execution of this Agreement.

7.2 Insurance by District. District shall maintain adequate insurance (which may include a bona fide self- insurance program) to cover any liability arising from the acts and omissions of District employees and agents participating under this Agreement. District shall not be responsible for maintaining insurance coverage for liability arising from the acts and omissions of Agency Parties. The District reserves the right to procure any additional insurance that it, in its sole

discretion, deems necessary, including but not limited to, cyber liability insurance. Agency agrees to reasonably cooperate in the procurement of any such insurance.

8. COMPLIANCE WITH ALL LAWS. The Parties shall comply with all Federal, State or local laws, rules or regulations applicable to the subject matter of this Agreement, including but not limited to A.R.S. § 41-1463 and Executive Orders 2023-1 and 2023-9, which mandate that all hiring, promotion, recruitment, compensation and tenure is on the basis of merit and qualifications, is in accordance with all existing Federal, State, and local laws, rules, policies, or executive orders, and prohibits discrimination based on race, color, sex, pregnancy, childbirth or medical conditions related to pregnancy or childbirth, genetic information, national origin, ancestry, age, disability, military service or veteran status. The Parties shall affirmatively ensure that applicants for employment, employees and all other persons involved in the various activities of the Parties addressed in this Agreement are not discriminated against on any such basis.

9. NON-ASSIGNMENT. The right to use the Facilities is personal to Agency. Agency shall not transfer or assign its right to use the Facilities to others. Any attempt to transfer or assign shall terminate this Agreement.

10. FORCE MAJEURE. In the event that the Facilities are rendered unsuitable for general use or for a specific purpose of intended use by Agency by reason or cause beyond the control or authority of District or Agency, neither party shall be liable to the other Party for any fees, revenue loss and other inconvenience that may result.

11. NOTICE. Any notice to be given under this Agreement must be in writing and via email sent to the intended Party's addresses indicated below:

To DISTRICT:
Navajo County Community College District
Attn: Dr. Jeremy Raisor
1611 S. Main St.
Snowflake, AZ 85937

To AGENCY:
Arizona Department of Homeland Security
Attn: Director Kim O'Connor
1802 W Jackson Street, #117,
Phoenix, AZ 85007

With copies to:

Arizona Department of Homeland Security
hs@azdohs.gov

12. STANDARD PROVISIONS

12.1 Scope of Relationship; Non-Endorsement. Nothing in this Agreement will be construed as establishing a partnership, joint venture or similar relationship between District and Agency, and nothing in this Agreement will be construed to authorize either Party to act as agent for the other.

12.2 Inspection and Audit. Each Party shall retain all books, accounts, reports, files, and other records related to this Agreement ("Records") for five (5) years after the expiration, termination, or cancellation of the Agreement. The Parties acknowledge that, to the extent applicable, all such Records are subject to audit pursuant to A.R.S. § 35-214 and the public records law, A.R.S. § 39-121 *et seq.*

12.3 Cancellation for Conflict of Interest. Either Party may cancel this Agreement for conflict of interest pursuant to A.R.S. § 38-511, the pertinent provisions of which are incorporated into this Agreement by reference.

discretion, deems necessary, including but not limited to, cyber liability insurance. Agency agrees to reasonably cooperate in the procurement of any such insurance.

8. COMPLIANCE WITH ALL LAWS. The Parties shall comply with all Federal, State or local laws, rules or regulations applicable to the subject matter of this Agreement, including but not limited to A.R.S. § 41-1463 and Executive Orders 2023-1 and 2023-9, which mandate that all hiring, promotion, recruitment, compensation and tenure is on the basis of merit and qualifications, is in accordance with all existing Federal, State, and local laws, rules, policies, or executive orders, and prohibits discrimination based on race, color, sex, pregnancy, childbirth or medical conditions related to pregnancy or childbirth, genetic information, national origin, ancestry, age, disability, military service or veteran status. The Parties shall affirmatively ensure that applicants for employment, employees and all other persons involved in the various activities of the Parties addressed in this Agreement are not discriminated against on any such basis.

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To DISTRICT:
Navajo County Community College District
Attn: Dr. Jeremy Raisor
1611 S. Main St.
Snowflake, AZ 85937

To AGENCY:
Arizona Department of Homeland Security
Attn: Director Kim O'Connor
1802 W Jackson Street, #117,
Phoenix, AZ 85007

With copies to:

Arizona Department of Homeland Security
hs@azdohs.gov

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12.3 Cancellation for Conflict of Interest. Either Party may cancel this Agreement for conflict of interest pursuant to A.R.S. § 38-511, the pertinent provisions of which are incorporated into this Agreement by reference.

12.4 Governing Law. Agreement shall be governed by and interpreted in accordance with the laws of the State of Arizona without regard to its conflicts of law principles.

12.5 Dispute Resolution. This Agreement is subject to arbitration to the extent required by A.R.S. § 12-133 and 12-1518.

12.6 No Third-Party Beneficiaries. No person or entity, whether or not mentioned or referred to in this Agreement, other than District and Agency and their respective permitted successors and assigns, shall be considered to be a third-party beneficiary of or entitled to assert any rights under this Agreement.

12.7 Entire Agreement; Amendments. This Agreement constitutes the entire agreement and understanding of the Parties with respect to its subject matter. No prior or contemporaneous agreement or understanding will be effective. This Agreement may not be modified or amended except by a written instrument signed by both Parties.

[CONTINUES ON NEXT PAGE]

IN WITNESS WHEREOF, the persons duly authorized to execute this Agreement on behalf of Agency and District executed this Agreement as of the last date indicated below.

FOR DISTRICT

Navajo County Community College
District

Signature: _____
Name: Dr. Michael Solomonson
Title: Executive VP of Learning and Student
Services
Date: _____

FOR AGENCY

State of Arizona Department of Homeland
Security | Cyber Command

Signature: _____
Name: Ryan Murray
Title: Deputy Director/Interim State
Chief Information Security Officer
Date: _____

REVIEWED AND APPROVED AS TO FORM

Pursuant to A.R.S. § 11-952(D), the attorney for each Party has determined that this Agreement is in proper form and is within the powers and authority granted to each respective Party under the laws of the State of Arizona.

Kristin Mackin

Counsel for District
Print Name: Kristin Mackin
Date: May 4, 2028

Agency Legal Counsel

Print Name: _____

Date: _____

Adjustment to Fiscal Year 2025 Adopted Budget

Recommendation:

Adopt the revised Fiscal year 2025 Budget.

Summary:

The proposed adjustment to the adopted budget is an outcome of the completed financial audit and expenditure limitation report audit by the Arizona Auditor General for the fiscal year ended June 30, 2025.

The adopted budget in the fiscal year ended June 30, 2025, for the General Fund, Auxiliary Enterprises Fund, Restricted Fund, and Unexpended Plant Fund were \$38,827,550, \$440,000, \$9,200,000, and \$17,900,329, respectively.

As the District did not spend all of the General Fund, Auxiliary Enterprises Fund, Restricted Fund, and Unexpended Plant Fund, as of June 30, 2025, the budgets for these funds were adjusted to the actual expenditure amounts of \$35,748,257, \$310,422, \$5,172,749 and \$1,388,074, respectively.

The following summarizes the original adopted budget, the revisions, and the actual expenditures reported for the year ended June 30, 2025.

	General Fund	Auxiliary Enterprises Fund	Restricted Fund	Unexpended Plant Fund	Total
Adopted Budget	38,827,550	440,000	9,200,000	17,900,329	66,367,879
Budget Adjustment	(3,079,293)	(129,578)	(4,027,251)	(16,512,255)	(23,748,377)
Revised Budget	35,748,257	310,422	5,172,749	1,388,074	42,619,502
Actual Expenses	35,748,257	310,422	5,172,749	1,388,074	42,619,502
Variance	-	-	-	-	-



In 1980, Arizona voters approved Arizona Constitution, Article IX, §20, prescribing an expenditure limitation for political subdivisions. The expenditure limitation's purpose initially was intended to control expenditures of local revenues and limit future increases in spending to adjustments for inflation and population growth. For the College, the population growth is student enrollment known as Full Time Student Equivalents (FTSE).

The information reported in both the ABELR and the financial statements is derived from the same underlying accounting data. However, the formats of the ABELR and the financial statements differ. The ABELR presents budgeted expenditures, exclusions, and amounts subject to the limitation by fund type as required by A.R.S. §41-1279.07. The financial statements present the net position, changes in net position, and cash flows in accordance with U.S. Generally Accepted Accounting Principles (GAAP).

The audited report for the period ending June 30, 2025 shows that NPC exceeded its expenditure limit by \$1,833,914. The District will pay a reduced penalty of \$20,000 pursuant to Laws 2023, Ch. 184 Sec 3(3) instead of using unexpended carryforward revenues to get below the expenditure limitation.



Northland Pioneer College

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

Adoption of the Fiscal Year 2024-2025 Annual Expenditure Limitation Report

Recommendation:

Adopt the audited Expenditure Limitation Report for Fiscal year 2024-2025.

Summary:

In 1980, Arizona voters approved Arizona Constitution, Article IX, §20, prescribing an expenditure limitation for political subdivisions. The expenditure limitation's purpose initially was intended to control expenditures of local revenues and limit future increases in spending to adjustments for inflation and population growth. For the College, the population growth is student enrollment known as Full Time Student Equivalents (FTSE).

The Constitution required the Economic Estimates Commission (Commission) to establish a base limit from actual expenditures of "local" revenues for fiscal year 1980. Each year, the Commission calculates the constitutional expenditure limitation based on a complex formula accounting for inflation and estimated FTSE.

The auditor's opinion is that the Annual Budgeted Expenditure Limitation Report (ABELR) is presented in accordance with the Uniform Expenditure Reporting System (UERS) in all material respects. The ABELR excludes expenditures of certain revenues specified in the Arizona Constitution, Article IX, §21, and A.R.S. §§15-92.03, 15-795.01, 15-1444, and 15-1472, as applicable, from the total budgeted expenditures.

The information reported in both the ABELR and the financial statements is derived from the same underlying accounting data. However, the formats of the ABELR and the financial statements differ. The ABELR presents budgeted expenditures, exclusions, and amounts subject to the limitation by fund type as required by A.R.S. §41-1279.07. The financial statements present the net position, changes in net position, and cash flows in accordance with U.S. Generally Accepted Accounting Principles (GAAP).

The audited report for the period ending June 30, 2025 shows that NPC exceeded its expenditure limit by \$1,833,897. The District will pay a reduced penalty of \$20,000 pursuant to Laws 2023, Ch. 184 Sec 3(3) instead of using unexpended carryforward revenues to get below the expenditure limitation.



**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
ANNUAL BUDGETED EXPENDITURE LIMITATION REPORT
YEAR ENDED JUNE 30, 2025**



CPAs | CONSULTANTS | WEALTH ADVISORS

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**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
ANNUAL BUDGETED EXPENDITURE LIMITATION REPORT
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YEAR ENDED JUNE 30, 2025**

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INDEPENDENT ACCOUNTANTS' REPORT

Members of the Arizona State Legislature
Auditor General of the State of Arizona and
The Governing Board of
Navajo County Community College District

Annual Budgeted Expenditure Limitation Report

We have examined the accompanying Annual Budgeted Expenditure Limitation Report (report) of Navajo County Community College District (the District), for the year ended June 30, 2025, and the related notes to the report. The District's management is responsible for presenting this report in accordance with the *Uniform Expenditure Reporting System* (UERS) as described in Note 1. Our responsibility is to express an opinion on this report based on our examination.

Accountants' Responsibilities

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether this report is presented in accordance with the UERS in all material respects. An examination involves performing procedures to obtain evidence about the amounts and disclosures in the report. The nature, timing, and extent of the procedures selected depend on our judgement, including an assessment of the risks of material misstatement of the report, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the engagement.

Opinion

In our opinion, the Annual Budgeted Expenditure Limitation Report of Navajo County Community College District, referred to above is presented in accordance with the *Uniform Expenditure Reporting System* as described in Note 1, in all material respects.

Emphasis of Matter

As described in Part I of the report, the District reported it intentionally violated Arizona Constitution, Article IX, §21, and exceeded its expenditure limitation by \$1,833,897 for the year ended June 30, 2025. In lieu of the penalties prescribed in A.R.S. §41-1279.07(I) for exceeding the expenditure limitation, the District's penalty will be reduced to \$20,000 pursuant to Laws 2023, Ch. 184 Sec 3(3). Although the District has sufficient prior-year unexpended carryforward revenues available for it to use to be under the expenditure limitation, the District did not use these carryforward revenues. Our opinion is not modified with respect to this matter.

A handwritten signature in cursive script that reads "CliftonLarsonAllen LLP".

CliftonLarsonAllen LLP

Tempe, Arizona
May 28, 2026

Navajo County Community College District
 Annual budgeted expenditure limitation report—part I
 Year ended June 30, 2025

1. Economic Estimates Commission expenditure limitation	\$ 15,282,620
2. Total amount subject to the limitation (from Part II, line C)	\$ 17,116,517
3. Amount under (in excess of) the expenditure limitation	\$ (1,833,897)

The District claimed enough exclusions to have the amount in excess of the expenditure limitation to be an amount that allows the District to take advantage of the reduced penalty under Laws 2023, Chapter 184, Sec 3 (3) (Senate Bill 1013).

I hereby certify, to the best of my knowledge and belief, that the information contained in this report is accurate and in accordance with the requirements of the Uniform Expenditure Reporting System.

Signature of chief financial officer:



Maderia Ellison (Jun 1, 2026 10:47:45 PDT)

Name and title: Maderia J. Ellison, Vice President for Administrative Services/Chief Financial Officer

Telephone number: (928) 532-6743

Date: 5/28/2026

Navajo County Community College District
Annual budgeted expenditure limitation report—part II
Year ended June 30, 2025

Description	Total
<u>A.</u> Total budgeted expenditures from Reconciliation, Line E. 3	\$ 51,948,425
<u>B.</u> Less exclusions claimed:	
Dividends, interest, and gains on the sale or redemption of investment securities	4,749,860
Grants, aid, or contributions from the federal government, and grants and donations from the State of Arizona or its other political subdivisions, tribal governments, or special taxing districts (Note 3)	7,526,741
Grants, aid, contributions, or gifts from a private agency, organization, or individual, except amounts received in lieu of taxes	384,036
Amounts accumulated for the purchase of land, and the purchase or construction of buildings or improvements (Note 4)	6,169,672
Contracts with other political subdivisions or tribal governments (Note 3)	3,923,045
Tuition and fees (Note 5)	5,731,252
Refunds, reimbursements, and other recoveries (Note 5)	12,941
Amounts earned through research and entrepreneurial activities (Note 5)	615,898
Amounts received from the State of Arizona for workforce development in accordance with A.R.S. §15-1472	745,163
Prior years carryforward (Note 6)	4,973,300
Total exclusions claimed	34,831,908
<u>C.</u> Amount subject to the expenditure limitation	\$ 17,116,517

See accompanying notes to report.

Navajo County Community College District
Annual budgeted expenditure limitation report—Reconciliation
Year ended June 30, 2025

	Description	<u>Total</u>
<u>A.</u>	Total operating and nonoperating expenses and applicable special items and extraordinary items reported within the financial statements	\$ 42,481,636
<u>B.</u>	Subtractions:	
<u>1.</u>	Items not requiring use of current financial resources:	
<u>a.</u>	Depreciation and amortization	3,736,479
<u>b.</u>	Loss on disposal of capital assets	7,835
<u>c.</u>	Pension expense (Note 7)	2,587,032
<u>d.</u>	Compensated absences (Note 8)	1,388,451
<u>2.</u>	Total subtractions	<u>7,719,797</u>
<u>C.</u>	Additions:	
<u>1.</u>	Principal Payments on Long-Term Debt	343,174
<u>2.</u>	Capital asset acquisitions	9,659,392
<u>3.</u>	Pension contributions paid in the current year (Note 7)	2,354,283
<u>4.</u>	Scholarship allowance (Note 9)	3,882,180
<u>5.</u>	Amounts paid in the current year but reported as expenses in previous years: Compensated absences (Note 8)	<u>947,557</u>
<u>6.</u>	Total additions	<u>17,186,586</u>
<u>D.</u>	Total financial statement expenses adjusted to UERS-basis actual expenditures (Line A. - Line B.2. + Line C.6.)	<u>51,948,425</u>
<u>E.</u>	Total budgeted expenditures	
<u>1.</u>	Original adopted budgeted expenditures	<u>66,367,879</u>
<u>2.</u>	Final adopted budget adjustment (Note 2)	<u>(14,419,454)</u>
<u>3.</u>	Total budgeted expenditures subject to the expenditure limitation (reported on part II, line A)	<u>\$ 51,948,425</u>

See accompanying notes to report.

Navajo County Community College District

Notes to Annual Budgeted Expenditure Limitation Report

Year ended June 30, 2025

Note 1 - Summary of significant accounting policies

The Annual Budgeted Expenditure Limitation Report (ABELR) is presented as prescribed by the Uniform Expenditure Reporting System (UERS), as required by Arizona Revised Statutes (A.R.S.) §41-1279.07. The ABELR excludes expenditures of certain revenues specified in the Arizona Constitution, Article IX, §21, and A.R.S. §§15-792.03, 15-795.01, 15-1444, and 15-1472, as applicable, from the total budgeted expenditures.

In accordance with the UERS requirements, a note to the ABELR is presented below for any exclusion reported in the total column on part II and each subtraction or addition in the Reconciliation that cannot be traced directly to an amount reported in the annual financial statements.

Note 2 - The District has adopted a final budget equal to its UERS-basis actual expenditures. The district's original budget included funding and expenditures expected for construction and an ERP replacement project that were delayed in 2025, as well as staffing vacancies that were not filled during the fiscal year.

Note 3 - The following schedule presents revenues from which exclusions have been claimed for government grants, aid, contributions, and contracts with other political subdivisions or tribal governments:

Statement of revenues, expenses, and changes in net position—primary government:

Government contracts	\$ 3,923,045
Government grants	14,617,116
State appropriations	16,111,425
Total	<u>\$ 34,651,586</u>

Annual budgeted expenditure limitation report:

Grants, aid, or contributions from the federal government, and grants and donations from the State of Arizona, or its other political subdivisions, tribal governments, or special taxing districts	\$ 7,526,741
Contracts with other political subdivisions or tribal governments	<u>3,923,045</u>
Total exclusions claimed	<u>11,449,786</u>
Unspent, excludable revenues carried forward	9,000,000
Other revenues (nonexcludable)	<u>14,201,800</u>
Total	<u>\$ 34,651,586</u>

Note 4 - Of the \$9,659,392 reported as purchase and construction of capital assets on the statement of cash flows—primary government, \$6,169,672 was expended from amounts authorized and accumulated for purchasing land and purchasing or constructing buildings or improvements and was therefore claimed as an exclusion.

Navajo County Community College District

Notes to Annual Budgeted Expenditure Limitation Report

Year ended June 30, 2025

Note 5 - The District does not budget tuition and fees revenue net of scholarship allowances. The following schedule presents revenues from which exclusions have been claimed for tuition and fees, bookstore income, amounts earned through research, entrepreneurial activities, and insurance proceeds and recovery of bad debt which are included in other revenues:

Statement of revenues, expenses, and changes in net position—primary government:

Tuition and fees (gross)	\$ 5,631,529
Bookstore income (gross)	99,723
Other sales and services	112,395
Other Operating revenues	<u>516,444</u>
Total	<u><u>\$ 6,360,091</u></u>

Annual budgeted expenditure limitation report:

Tuition and fees	\$ 5,731,252
Amounts earned through research and entrepreneurial activities	615,898
Refunds, reimbursements, and other recoveries	<u>12,941</u>
Total	<u><u>\$ 6,360,091</u></u>

Note 6 - Prior years carryforward consists of constitutionally excludable revenues unexpended in the year of receipt that have been accumulated and were expended in the current years as follows:

Description

Tuition and fees	<u>\$ 4,973,300</u>
Total prior years carryforward expended	<u><u>\$ 4,973,300</u></u>

Note 7 - The \$2,587,032 subtraction for pension expense consists of changes in the net pension liabilities and changes in deferred inflows and outflows related to pensions recognized in the current year. The \$2,354,283 addition for pension contributions paid in the current year consists of the required pension contributions made to the Arizona State Retirement System. The schedule below reconciles the net effect the subtraction and addition have on the expenditures subject to the limitation to the amounts reported on the statement of cash flows' net effect on cash.

Statement of cash flows

Change in deferred inflows related to pensions	\$ 532,825
Change in deferred outflows related to pensions	(1,519,301)
Change in net pension liability	<u>1,219,225</u>
Total	<u><u>\$ 232,749</u></u>

ABELR-Reconciliation

Pension expense (income) – subtraction	\$ (2,587,032)
Pension contributions – addition	<u>2,354,283</u>
Total	<u><u>\$ (232,749)</u></u>

Navajo County Community College District
 Notes to Annual Budgeted Expenditure Limitation Report
 Year ended June 30, 2025

Note 8 - The \$1,388,451 subtraction for compensated absences consists of the estimated costs of compensated absences incurred and expensed in the current year but not yet paid. The \$947,557 addition for compensated absences in the current year, but reported as expenses in previous years, consists of cash payments in the current year for compensated absences recognized as an expense in previous years.

Note 9 - The addition for Scholarship allowance costs was for scholarships and other waivers given to students to reduce their tuition and fees. The tuition and fees are excluded at the gross amount, see Note 5. Consequently, this expenditure has been added back on the reconciliation.

Note 10 - Revenues that are constitutionally excludable and unexpended in the year of receipt may be accumulated and excluded in future years when spent. A summary of the accumulated revenue sources and their balances is shown in the table below.

<u>Description</u>	<u>Balance July 1, 2024</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance June 30, 2025</u>
Grants, aid, or contributions from the federal government, and grants and donations from the State of Arizona or its other political subdivisions, tribal governments, or special taxing districts	\$ -	\$ 9,000,000	\$ -	\$ 9,000,000
Tuition and fees	26,912,633	-	4,973,300	21,939,333
	<u>\$ 26,912,633</u>	<u>\$ 9,000,000</u>	<u>\$ 4,973,300</u>	<u>\$ 30,939,333</u>



CLA (CliftonLarsonAllen LLP) is a network member of CLA Global. See CLAGlobal.com/disclaimer. Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor.

Request to Approve Additional Design Fees for New Kayenta Center

Recommendation:

Staff recommends approval of the increase in design fees to be paid to SPS+ Architects (SPS+) of \$52,150 related to required additional design and architectural coordination of the new Kayenta Center. This brings the total fees to \$781,538.

Summary:

The board previously approved a contract with SPS+ in the amount of \$729,388 in January of 2025. The scope of work from that contract has increased and resulted in two additional service fee requests.

The first additional service fee request is \$12,000 for the electrical coordination. SPS+ worked with electrical and civil engineering to create site plans and drawings for the electrical service installation.

The second additional service fee request is \$40,150 for the water tank design and coordination. During design, it was discovered that the water pressure and water supply in the Navajo Tribal Utility Authority (NTUA) designated water line were not adequate for fire flows, and it was determined that a water storage tank would need to be added to the project scope to meet safety requirements.

The total additional service fees request is for \$52,120. This increases the design contract with SPS+ to \$781,538. These additional fees will be paid out of the grant awarded to NPC by Arizona Commerce Authority in June of 2024.

Original Contract	\$ 729,388
Electrical Addition	\$ 12,000
Water Tank Addition	\$ 40,150
Total	\$ 781,538



3/3/2026

Justin White
Facilities Director
Northland Pioneer College
102 N 1st Ave
Holbrook, AZ 86025

**RE: Northland Pioneer College, New Kayenta Classroom Building
Additional Service Request – Water Tank Design & Coordination
SPS+ Architects Project – E2500009**

Dear Mr. White,

Thank you for the opportunity to provide this proposal for additional Basic Services that were not included in the original scope of work for the project above.

Scope of Work

During design it was discovered that the water pressure and water supply in the NTUA designated water line were not adequate for fire flows. It was determined that a water storage tank would need to be added to the project scope to support fire flows and meet life safety requirements. SPS+ provided coordination with fire protection engineers, consultants, and applicable AHJs to provide an individual water storage tank and fire pump, however, this was removed from the project scope per owner direction as alternate solutions were being explored. It is understood that a larger, community water storage tank outside of SPS+ scope will be added by Township of Kayenta to provide fire flows to the full industrial park. Below is a breakdown of the additional services related to the added water storage tanks scope of work.

The following add services have already been performed in response to the revised water tank scope but were not included in the original basic services agreement:

1. Additional structural design for individual water storage tank and fire pump foundations.
2. Additional electrical design for individual water storage tank, fire pump, and generator.
3. Additional services for design of individual water storage tank, fire pump, and fire protection engineer services.
4. Additional architectural coordination time for meetings with NTUA and Township of Kayenta on **on-site** water storage tank and fire pump for fire flows. Coordination time also includes internal coordination with Design Team and fire protection engineer.

The following add services are in progress and will be required to fully implement the revised water storage tank scope:

1. Additional architectural coordination time for meetings with NTUA and Township of Kayenta on **off-site** water storage tank and fire pump for fire flows. Coordination time also includes internal coordination with Design Team and fire protection engineer.
2. Includes time to remove individual water storage tank from permit drawings as part of permit resubmittal.
3. Coordination time with outside civil engineer for community water storage tank.

Proposed Fee

1. **The pricing is detailed in Attachment A of this proposal.**
2. Please review this proposal and let us know if any modifications are needed. If this proposal meets your approval, please provide a purchase order or the necessary approval for SPS+ Architects to proceed. Two steps are required on your behalf to facilitate this Mohave procurement.

3. Client to independently verify that quotations and purchase orders comply with the terms of the award of a contract or procurement. (Attached you will find SPS+ Architects, Mohave Architects Fees for Basic Services).
4. **Client to forward purchase orders to Mohave via fax (928-718-3232), or email (orders@mesc.org) for review.**

Once this is complete, Mohave will review and email with the "MESC Reviewed" stamp, to SPS+ Architects, LLP.

Thank you for considering SPS+ Architects for this project. We sincerely look forward to working with you and your team in delivering a successful project.

Sincerely,
SPS+ ARCHITECTS, LLP



Mark Davenport, AIA, LEED AP BD&C
Partner

cc: SPS-AR@spsplusarchitects.com
Attachment A: Fee Calculation
Attachment B: Mohave Contract No. 21A-SPS-0507 Architect Fees

If the terms of this agreement are acceptable, please indicate your acceptance and return a copy to our office.

Signature/Title

Date

Attachment A

SPS+ Architects - Fee Calculation

Northern Pioneer College, Kayenta Skills Center Building

Additional Add Service - Water Tank Architectural Coordination

3/3/2026



ARCHITECTURAL CONSULTANT COORDINATION:

Completed Architectural Coordination (96 hrs completed @ PM Rate of \$175/HR)	\$	16,800
In Progress Architectural Coordination (30 hrs in progress @ PM Rate of \$175/HR)	\$	5,250
	Subtotal:	\$ 22,050

Engineering Consultant Services:

Mechanical Engineering	\$	8,500
Electrical Engineering	\$	5,500
Structural Engineering	\$	3,600
	Subtotal:	\$ 17,600
	Total Basic Services:	\$ 39,650

ALLOWANCES:

Reimbursable Allowance (Includes printing. Excludes permit fees)	\$	500
	Subtotal:	\$ 500

	Grand Total:	\$ 40,150
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RFQ 21A-0204 ARCHITECT SERVICES
FEE FOR BASIC SERVICES

The fee for an individual project shall be determined by both difficulty and the cost of the project.

Basic Services

Basic Architect Services shall include all necessary services to design and construct the project without any hidden or unknown cost. The services to be included as part of the contract as basic services shall include but not be limited to structural, mechanical, and electrical engineering services; fire protection; special systems; assistance with furniture fixtures and equipment; post-construction inspection; warranty; guarantee inspection; on-site civil engineering; landscaping and acoustical engineering. Services may be provided by your in-house staff or may be subcontracted.

Lump Sum Fee

This is a fixed fee based on a percentage of the cost of construction for the approved project for a defined scope of work. However, an estimated cost for construction may be used to initiate the Architect Services until the construction contract is completed.

Construction Cost

The cost of construction shall include the construction cost of the building, site improvements and all fixed and installed equipment. It shall not include furniture, fixtures and equipment (FF&E), testing, surveys, permits, land cost, studies, contingencies or architect and engineer fees.

Note: In accordance with the Arizona School District Procurement Rules, there shall be no mark-up for pass through and/or normally reimbursable items.

Project Types:

- **Group A – Higher than Average Complexity Projects:** New complex stand-alone facilities (e.g., special purpose building/classrooms, laboratory building/classrooms, libraries, auditoriums and/or food service facilities).
- **Group B – Average Complexity Projects:** Total facilities (e.g., new governing body facility, elementary schools, middle schools, high schools, or large additions to existing facilities).
- **Group C – Less than Average Complexity Projects:** New, less complex stand-alone facilities (e.g., warehouses, maintenance facilities, bus barns, offices, and storage facilities or any repetitive design use of a facility).
- **Group D – Repairs and Renovations:** Miscellaneous repairs and renovations, alterations to facilities, code corrective work or upgrades, system replacements, etc.

Construction Cost	Group A	Group B	Group C	Group D
\$0 to \$99,999.99	8.8% - 9.0%	7.9% - 8.8%	7.2% - 8.1%	8.9% - 9.8%
\$100,000 to \$399,999.99	7.8% - 8.5%	7.2% - 7.9%	6.6% - 7.2%	8.3% - 8.9%
\$400,000 to \$999,999.99	7.2% - 7.8%	6.7% - 7.2%	6.2% - 6.6%	7.8% - 8.3%
\$1,000,000 to \$4,999,999.99	6.3% - 7.2%	6.0% - 6.7%	5.7% - 6.2%	7.2% - 7.8%
\$5,000,000 to \$9,999,999.99	6.0% - 6.3%	5.5% - 6.0%	5.3% - 5.7%	6.8% - 7.2%
\$10,000,000 to \$14,999,999.99	5.5% - 6.0%	5.5% - 6.0%	5.0% - 5.3%	5.7% - 6.6%
\$15,000,000 to \$19,999,999.99	5.5% - 6.0%	5.5% - 6.0%	5.0% - 5.3%	5.7% - 6.6%
\$20,000,000 to \$29,999,999.99	5.5% - 6.0%	5.5% - 6.0%	4.3% - 5.0%	5.0% - 6.0%
\$30,000,000 and above	5.5% - 6.0%	5.5% - 5.65%	4.3% - 5.0%	5.0% - 6.0%

**ARCHITECTURAL WORK-TOTAL
 PERCENTAGE BREAKDOWN FEE**

Description of Phase	Percentage of Fee Schedule
Schematic Design Phase	15%
Design Development Phase	20%
Construction Documents Phase	35%
Bidding or Negotiations Phase	5%
Construction Administration Phase	25%

Indicate service NOT included in the above fee schedule for basic services.

1. Programing, LEED certification, historic, food service, multiple designs, revisions, existing condition documentation, as-builts documents, offsite civil, surveying, commissioning, special inspections, testing, review and permit fees, investigations, legal assistance and contingency.
2. Civil engineering and landscape architecture in addition to the immediate area adjacent to the building.
3. Multiple requested architectural and engineering options.
4. Fire protection, acoustics and special systems design in addition basic design criteria.
5. Furniture, fixture and equipment design in addition to placement layout.
6. Additional construction administration.
7. Schedule extensions.
8. Travel mileage, travel time and per diem expenses.
9. Reprographics, printing, postage and deliveries

Note: In the event of federal or state tax increases on architectural services, rates may be revised.

Indicate if your firm would be using the current State of Arizona Reimbursable Travel Rates, or if travel is included in your fee structure:

Using State of Arizona Reimbursable Travel Rates Travel Rates are included in the fee structure

Indicate if your firm would be using drive time hours or per miles rate, or if drive time is included in your fee structure:

Included in the fee structure \$150.00/per hour \$ /per miles

SUBMITTED BY:

Company Name: SPS+ Architects, LLP
Address: 8681 E. Via de Negocio
Scottsdale, AZ 85258

Phone: 480-991-0800
Fax: N/A

By: _____ Date: 3/31/21


Authorized Signature

Partner
Title

HOURLY RATES FOR ADDITIONAL SERVICES

ARCHITECTURAL STAFF

HOURLY RATE

Principal Architect	<u>\$195.00</u>
Project Manager	<u>\$150.00</u>
Auto CADD/Technical	<u>\$95.00</u>
Construction Administration -in office	<u>\$95.00</u>
Clerical/Support	<u>\$60.00</u>

STRUCTURAL ENGINEER STAFF

HOURLY RATE

Principal Project
Engineer
Draftsperson/CADD
Clerical

MECHANICAL ENGINEER STAFF

HOURLY RATE

Manager
Engineer Senior
Designer
Drafter
Clerical

ELECTRICAL ENGINEER STAFF

HOURLY RATE

Principal
Project Engineer
Designer
Cad Operator
Support Services

Authorized Signature:  _____

Mark Davenport, Partner

CIVIL ENGINEER STAFF

HOURLY RATE

Principal Project

Engineer

Designer

Cad Operator

FOOD SERVICE STAFF

HOURLY RATE

Principal

Designer

Cad Operator

Office Manager/Clerical

LANDSCAPE ARCHITECT STAFF

HOURLY RATE

Principal

Landscape Designer

Draftsman

Office Manager/Clerical

On a separate sheet, please include any other hourly rates that may be provided as additional services.

[See attached SPS+ Architects LLP - Additional architect hourly rates sheet, March 16, 2021](#)

Authorized Signature: _____



Mark Davenport, Partner

End

Additional architect hourly rates

Mohave ESC - March 16, 2021



ROLE	RATE
Architect	\$160.00
Senior Designer	\$145.00
Job Captain/Designer	\$115.00
Construction Administrator - field	\$135.00

9/19/2025

Justin White
Facilities Director
Northland Pioneer College
102 N 1st Ave
Holbrook, AZ 86025

**RE: Northland Pioneer College, New Kayenta Classroom Building
Additional Service Request – Electrical Coordination
SPS+ Architects Project – E2500009**

Dear Mr. White,

Thank you for the opportunity to provide this proposal for additional Basic Services that were not included in the original scope of work for the project above.

Scope of Work

1. SPS+ to coordinate with electrical and civil in creating separate site plans and drawings to expedite the NTUA review and electrical service installation.
2. Drawings to include overall site plan, utility plan, electrical site plan, electrical one-line diagram, and electrical load summary.
3. Time for monthly coordination meetings with NTUA, Township of Kayenta, CORE Construction, NPC, and SPS+ are also included in this proposal.

Proposed Fee

1. The pricing is detailed in Attachment A of this proposal.

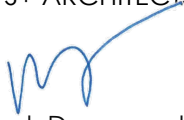
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Once this is complete, Mohave will review and email with the "MESC Reviewed" stamp, to SPS+ Architects, LLP.

Thank you for considering SPS+ Architects for this project. We sincerely look forward to working with you and your team in delivering a successful project.

Sincerely,
SPS+ ARCHITECTS, LLP



Mark Davenport, AIA, LEED AP BD&C
Partner

cc: SPS-AR@spsplusarchitects.com
Attachment A: Fee Calculation
Attachment B: Mohave Contract No. 21A-SPS-0507 Architect Fees

If the terms of this agreement are acceptable, please indicate your acceptance and return a copy to our office.

Signature/Title

Date

Attachment A

SPS+ Architects - Fee Calculation
Northern Pioneer College, Kayenta Skills Center Building
Additional Add Service - Architectural Coordination
9/19/2025



ARCHITECTURAL CONSULTANT COORDINATION:

Architectural Coordination	\$	9,000
	Subtotal:	\$ 9,000

ELECTRICAL ENGINEERING:

Additional Plans	\$	2,500
	Subtotal:	\$ 2,500
	Total Basic Services:	\$ 11,500

ALLOWANCES

Reimbursable Allowance (Includes printing and travel. Excludes permit fees)	\$	500
	Subtotal:	\$ 500

	Grand Total:	\$ 12,000
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RFQ 21A-0204 ARCHITECT SERVICES
FEES FOR BASIC SERVICES

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Basic Services

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8. Travel mileage, travel time and per diem expenses.
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Note: In the event of federal or state tax increases on architectural services, rates may be revised.

Indicate if your firm would be using the current State of Arizona Reimbursable Travel Rates, or if travel is included in your fee structure:

Using State of Arizona Reimbursable Travel Rates Travel Rates are included in the fee structure

Indicate if your firm would be using drive time hours or per miles rate, or if drive time is included in your fee structure:

Included in the fee structure \$150.00/per hour \$ /per miles

SUBMITTED BY:

Company Name: SPS+ Architects, LLP
Address: 8681 E. Via de Negocio
Scottsdale, AZ 85258

Phone: 480-991-0800
Fax: N/A

By: _____ Date: 3/31/21


Authorized Signature

Partner
Title

HOURLY RATES FOR ADDITIONAL SERVICES

ARCHITECTURAL STAFF

HOURLY RATE

Principal Architect	<u>\$195.00</u>
Project Manager	<u>\$150.00</u>
Auto CADD/Technical	<u>\$95.00</u>
Construction Administration -in office	<u>\$95.00</u>
Clerical/Support	<u>\$60.00</u>

STRUCTURAL ENGINEER STAFF

HOURLY RATE

Principal Project
Engineer
Draftsperson/CADD
Clerical

MECHANICAL ENGINEER STAFF

HOURLY RATE

Manager
Engineer Senior
Designer
Drafter
Clerical

ELECTRICAL ENGINEER STAFF

HOURLY RATE

Principal
Project Engineer
Designer
Cad Operator
Support Services

Authorized Signature: _____



Mark Davenport, Partner

CIVIL ENGINEER STAFF

HOURLY RATE

Principal Project

Engineer

Designer

Cad Operator

FOOD SERVICE STAFF

HOURLY RATE

Principal

Designer

Cad Operator

Office Manager/Clerical

LANDSCAPE ARCHITECT STAFF

HOURLY RATE

Principal

Landscape Designer

Draftsman

Office Manager/Clerical

On a separate sheet, please include any other hourly rates that may be provided as additional services.

[See attached SPS+ Architects LLP - Additional architect hourly rates sheet, March 16, 2021](#)

Authorized Signature: _____



Mark Davenport, Partner

End

Additional architect hourly rates

Mohave ESC - March 16, 2021



ROLE	RATE
Architect	\$160.00
Senior Designer	\$145.00
Job Captain/Designer	\$115.00
Construction Administrator - field	\$135.00

Request to Accept Funds from Halle Foundation

Recommendation:

Staff recommends accepting \$700,000 in funding from Halle Foundation to Expand Industrial Trade Pathways in Northern Arizona and the Navajo Nation.

Summary:

NPC was awarded \$700,000 by the Bruce and Diane Halle foundation to

- Construct a Kayenta Flexible Industrial Arts Lab
- Fund 3 professors for Community-Based Site-Built Homes Program
- Purchase a bus to facilitate Workforce Transportation Access

This grant requires no match.



Request to Accept Funds from Salt River Project to assist with required match for Congressionally Directed Spending

Recommendation:

Staff recommends accepting \$25,000 in funding from Salt River Project to assist with required match for Congressionally Directed Spending.

Summary:

NPC is currently in the process of being awarded \$900,000 Congressionally Directed Spending (CDS) to resurface the driving track at the NATC. The AZPOST had previously indicated that NPC would lose accreditation without this resurfacing. This CDS requires a match of \$300,000. SRP has made a contribution of \$25,000 toward this match



Chief Fiscal Officer Designation Request

Recommendation:

Staff is requesting the Board approve a resolution designating VPAS Maderia Ellison as the Chief Fiscal Officer for the Navajo County Community College District for officially submitting the Fiscal Year 2027 Annual Budgeted Expenditure Limitation Report to the Arizona Auditor General.



RESOLUTION NO.

A RESOLUTION OF THE NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD, DESIGNATING THE CHIEF FISCAL OFFICER FOR OFFICIALLY SUBMITTING THE FISCAL YEAR 2027 ANNUAL BUDGETED EXPENDITURE LIMITATION REPORT TO THE ARIZONA AUDITOR GENERAL

RECITALS:

WHEREAS, A.R.S. §41-1279.07(E) requires each county, city, town, and community college district to annually provide to the Arizona Auditor General by July 31 the name of the Chief Fiscal Officer the governing body designated to officially submit the current year's annual budgeted expenditure limitation report (ABELR) on the governing body's behalf; and

WHEREAS, the Navajo County Community College District Governing Board desires to designate Maderia Ellison, as the College's Chief Fiscal Officer.

WHEREAS, Entities must submit an updated form and documentation for any changes in the individuals designated to file the ABELR.

ENACTMENTS:

NOW THEREFORE BE IT RESOLVED BY THE NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD as follows:

SECTION 1. The recitals above are hereby incorporated as if fully set forth herein.

SECTION 2. Maderia Ellison is hereby designated as the College's Chief Fiscal Officer for purposes of officially submitting the fiscal year 2027 ABELR to the Arizona Auditor General on the governing body's behalf.

PASSED AND ADOPTED by the Navajo County Community College District Governing Board, this 16th day of June, 2026 .

Approved as to form:

Everett Robinson, Chairman

Kristen Mackin, College Legal Counsel

Request to Approve Board Travel for Board Member Derrick Leslie

Recommendation:

Staff recommends approval for Board Member Derrick Leslie to travel to the ACCT Leadership Congress in Chicago, Illinois from October 21 – 24, 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.” The ACCT Leadership Congress serves as a gathering ground for over 1,600 community college trustees and presidents, as well as leaders from philanthropic organizations, government agencies, and national non-profits. It provides a platform to exchange initiatives, successes, and concerns crucial to leading community colleges. As the largest annual gathering of its kind, it holds immense significance in advancing the community college sector.

The **2026 ACCT Leadership Congress** will focus on how community college trustees, presidents, and senior leaders can lead meaningful change while centering care, responsibility, and long-term impact. As institutions navigate rapid technological advances, evolving workforce demands, enrollment shifts, and increasing mental and operational strain, effective leadership requires both bold vision and thoughtful stewardship.

This year’s Congress will explore strategies that balance innovation with institutional well-being, governance with empathy, and transformation with purpose—equipping leaders to make informed decisions that strengthen their colleges and the communities they serve.



Request to Approve Board Travel for Board Member Rosie Sekayumptewa

Recommendation:

Staff recommends approval for Board Member Rosie Sekayumptewa to travel to the ACCT Leadership Congress in Chicago, Illinois from October 21 – 24, 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.” The ACCT Leadership Congress serves as a gathering ground for over 1,600 community college trustees and presidents, as well as leaders from philanthropic organizations, government agencies, and national non-profits. It provides a platform to exchange initiatives, successes, and concerns crucial to leading community colleges. As the largest annual gathering of its kind, it holds immense significance in advancing the community college sector.

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This year’s Congress will explore strategies that balance innovation with institutional well-being, governance with empathy, and transformation with purpose—equipping leaders to make informed decisions that strengthen their colleges and the communities they serve.



Curricula Requests

Recommendation:

Pursuant to its authority under Arizona Revised Statute §15-1445.5, the District Governing Board hereby directs the College President to:

1. Develop, obtain necessary accreditation approval, and implement a 90-credit bachelor's degree in business – the exact title(s) and specializations to be determined during development – with initial enrollment beginning on or before the fall semester of 2028.
2. Develop, obtain necessary accreditation approval, and implement a stackable agricultural science program leading to an associate of science degree, with credits transferrable to a state university agricultural science program or a future Bachelor of Applied Science degree program offered by Northland Pioneer College with initial lower division enrollment beginning on or before the fall semester of 2029.
3. Conduct a survey of healthcare stakeholders to determine the feasibility and sustainability of additional offerings in the allied health professions, including, but not limited to, respiratory therapist, sonogram technician, oncology technician and physical therapist, with the goal of launching new or enhanced course offerings on or before the fall semester of 2029.

The President or designee shall report to the Board quarterly on the progress of these requests.

