

CUBA INDEPENDENT SCHOOL DISTRICT

BOARD OF EDUCATION

DIANNA MAESTAS, President
TAYLOR PINTO, Vice-President
VIVIAN KEETSO, Secretary,
CARL STERN, Member
ELIZABETH MARTIN, Member



ADMINISTRATION

TONY ARCHULETA, Superintendent
JAIMIE FAMEZ, Grants Coordinator
RHIANNON CHAVEZ, Business Manager
ARSENIO JACQUEZ, High School Principal
SHIRLEY HURFORD, Middle School Principal
SHIRLEY HURFORD, Elementary Principal

Minutes of Regular School Board Meeting February 15, 2017

6:00 PM

CISD Boardroom

I. Introduction

- 1.1 **Call to Order:** President, Dianna Maestas called the meeting to order at 6:07 pm.
- 1.2 **Pledge of Allegiance:** Dianna Maestas led the Pledge of Allegiance.
- 1.3 **Roll Call:** Board Secretary Vivian Keetso took roll call. Dianna Maestas – Present. Pamela Cayaditto – Absent. Vivian Keetso – Present. Taylor Pinto – Present. Carl Stern – Present.
- 1.4 ***Approval of Agenda:** President Dianna Maestas called for a motion to approve the agenda as presented. Carl Stern made a motion to approve and Taylor Pinto seconded the motion. All aye, the motion carried.
- 1.5 ***Approval of Minutes from Regular Board Meeting on January 18, 2017 and Special Board Meeting on January 31, 2017:** Dianna Maestas asked if there were any questions regarding meeting minutes from the regular meeting on January 18th and special meeting on January 31st. There were no questions so Ms. Maestas called for a motion to approve the minutes as presented. Vivian Keetso made a motion to approve and Carl Stern seconded the motion. All aye – the motion carried.

II. Superintendent's Report:

Superintendent Tony Archuleta reported on the following:

The superintendent and business office staff are attending NM Association of School Business Officials (NMASBO) Conference in Albuquerque through Friday 17th. Central to the agenda is SEG Funding to NM school districts for SY 17-18. Beginning in March, numerous meetings will take place at local and state level to begin addressing anticipated needs and challenges for the ensuing program year.

The superintendent attended a Sufficiency Lawsuit meeting along with other districts. Results will be discussed with the CISD governing board as per legal counsel directions.

CISD board members will be attending the NMSBA Institute in Santa Fe on February 22-23. This is an opportunity for members to speak with legislative leaders.

The NNMREC visited the CISD SPED coordinator, business manager, and superintendent for an annual review in terms of budget and program requirements to include professional development and technical assistance.

The NMSBA Region II meeting will be held at Jemez Mountain School District on March 30, 2017. It will be co-hosted by CISD.

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The 50th Annual Cuba Invitational Basketball Tournament was held last month and generated great attendance, enthusiasm, and excitement.

2.1 Administrator Report – Principals: High School Principal, Archie Jacquez reported that he is beginning the interview & training process for membership in *Turn Around Schools*. He attended an interview in Las Cruces and will be attending a training session next week. The program is modeled after the *Principals Pursuing Excellence*, and is also sponsored by the University of Virginia. However, the duration of *Turn Around Schools* is less than a year.

Mr. Jacquez also reported that he has met with high school seniors to remind them of graduation requirements and encouraged them to stay focused on individual needs. Fall test scores have been received and staff will analyze all senior scores.

Currently there are 50 seniors – 17 of which are on track to receive a diploma. Mr. Jacquez stated that he expects the number to increase and will be working with seniors on ADCs. They have established a deadline of February 28th for first round progress check on the ADCs. He will then meet with the ADC Team to prepare for the second deadline.

Both principals met with the IEC Committee today. Graduation eligibility and increased graduation numbers were discussed. In addition, the committee inquired what is being done to identify & assist Q-1 students. Mr. Jacquez stated they are focusing on weak core areas in order to close the gap. They are having each student compile a personal progress binder to allow personal tracking of progress on test scores and subject grades. Also, for these students, progress reports are being issued every 3 weeks rather than the normal 6.

The second semester includes SBA Testing for juniors beginning February 27-March 10th. March 20-24th will be EOCs for seniors. April 4-28, the PARCC tests will be conducted. Again, in May, EOCs will take place. Mr. Jacquez informed the Board that unit tests are being given to students in the same format as the PARCC. Carl Stern asked Mr. Jacquez what can account for the academic improvements at the high school. Mr. Jacquez attributed the improvements to a more consistency by teachers, improved attendance, and greater attention to detail. Taking small consistent steps in connection to changes is another factor.

2.2 Fundraiser Report: Mr. Archuleta submitted the monthly fundraiser report to the Board, reflecting one new fundraiser for Valentine's Day and a date extension on a previous one. At the high school, the Student Senate reviews requests and coordinates dates in order to avoid overlap and duplication.

2.3 Board Work Session (set date), Budget 17-18: Mr. Archuleta urged the Board to be thinking and set aside dates for a 2017-2018 Budget work session for determining goals and priorities.

2.4 Policy G-3100 Leave Donation: Superintendent Archuleta informed the Board that more staff have been in need of donated leave because of personal or family illness or injury. He stated that he would research the policy and attempt to find a viable solution to the lack of qualified donors. Currently, it is predominantly 12-month staff who accumulate adequate leave to retain the required 28 days after a donation.

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III. **Public Comment:** None

IV. **New Business Approvals:**

4.1 ***Approval of Finance Items:** Dianna

a. **Vouchers**

b. **Budget Adjustment Request**

Dianna Maestas asked if there were any questions or comments regarding the voucher listing submitted by Business Manager Rhiannon – there were no BARs for this period. There were no questions so Ms. Maestas called for a motion to approve as submitted. Vivian Keetso made a motion to approve and Taylor Pinto seconded the motion. All aye – the motion carried.

4.2 *** La Jara Community Center:** Dianna Maestas introduced Mrs. Esther Herrera. Mrs. Herrera is a resident of La Jara. She assists the committee who oversees care of the La Jara Community Center. Past CISD School Boards agreed to allow use of the center by the community for community events such as parties and funerals. Donations are requested for usage. Ms. Herrera stated that since La Jara Fire Station was built adjacent to the property, the property is more difficult to rent out because of reduced parking. Resulting from fewer clientele, funds have not been available for payment of water service. As a result, the account is in arrears.

Taylor Pinto pointed out that since the amount is the account is less than \$1,000.00, it does not require Board action. Mr. Archuleta informed Ms. Herrera that he would contact her next week so they could meet with Business Manager Rhiannon Chavez in order to find a solution to the problem.

4.3 *** Approval of Science Trip – Overnight to NM Regional Science Fair, March 10th:** High School science teacher, Daniel Delgado presented an estimated trip cost for participation in the regional science fair. Since it is an overnight trip, policy requires Board approval.

4.4 *** Approval of Out of State Travel – STEAM Club, L.A./San Diego, May 28-June 3rd:** Mr. Delgado also presented an out of state travel request for a trip to California in May. The expenses would be paid by fundraising by the High School STEAM Club.

Dianna Maestas called for a motion to approve item 4.3, overnight trip to NM Regional Science Fair on March 10th and item 4.4, out of state travel to California in May by the HS Steam Club. Vivian Keetso made a motion to approve both item 4.3 and 4.4. Carl Stern seconded the motion. All aye – the motion carried.

V. **Executive Session:** Pursuant to Section 10-15-1 (H)(2) NMSA 1978, the Board will meet in executive session for:

a. Procedural Process of Superintendent Evaluation

b. Superintendent Evaluation

c. Attorney-Client Privilege Pertaining to Threatened or Pending Litigations

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Dianna Maestas called for a motion to go into executive session to discuss procedural process of Superintendent's evaluation, Superintendent's Evaluation, and Attorney-Client Privilege pertaining to threatened or pending litigation. Carl Stern made a motion to go into executive session and Taylor Pinto seconded the motion. All aye – the motion carried. Vivian Keetso took roll call. Dianna Maestas – present, Pamela Cayaditto – absent, Vivian Keetso – present, Taylor Pinto – present, Carl Stern – present. The Board went into executive session at 7:28 pm.

At 8:58 pm, Dianna Maestas called for a motion to return from executive session. Ms. Maestas stated that all discussion while in executive session pertained only to procedural process of Superintendent's evaluation, Superintendent's Evaluation, and Attorney-Client Privilege pertaining to threatened or pending litigation. Taylor Pinto made the motion to return from executive session and Carl Stern seconded the motion. All Aye – motion carried. Vivian Keetso took roll call. Dianna Maestas – present, Pamela Cayaditto – absent, Vivian Keetso – present, Taylor Pinto – present, Carl Stern – present.

VI. Closing

6.1 **NMSBA 2017 Board Institute, February 23-25, 2017, Santa Fe:** Board members received an agenda to the Board Institute. Carl Stern spoke of the importance of interacting with legislative representatives.

6.2 **Update – National School Board Association Conference, Denver, CO – March 25-27, 2017:** Plans for attendance to NSBA Conference in Denver continue. An invitation to participate will be extended to newly elected Board member, Elizabeth Martin.

6.3 **Next Regular Board Meeting: March 15, 2017, 6:00 pm – CISD Board Room:** Ms. Maestas reminded Board members of the next regular meeting on March 15, 2017.

6.4 *** Adjournment:** Dianna Maestas called for a motion to adjourn the meeting. Carl Stern made a motion to adjourn and Taylor Pinto seconded the motion. All aye - the motion carried. The meeting was adjourned at 9:14 pm.

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Vivian Keetso, Secretary

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