

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
JAIME TABLIZ, Grants Coordinator
RHIANNON CHAVEZ, Finance Director
ARSENIO JACQUEZ, High School Principal
SHIRLEY HURFORD, Mid School Principal
SHIRLEY HURFORD, Elementary Principal

Minutes of Regular School Board Meeting April 19, 2017

6:00 PM

CISD Boardroom

I. Introduction

- 1.1 **Call to Order:** President Dianna Maestas called the meeting to order at 6:02 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. Taylor Pinto – Present. Vivian Keetso – Present. Carl Stern – Present. Elizabeth Martin – Present.
- 1.4 ***Approval of Agenda:** Dianna Maestas called for a motion to approve the agenda. Superintendent Tony Archuleta requested to move action item # 5.2 c to accompany Josephine Velarde's report as Data Manager. Dianna Maestas called for a motion to approve the agenda as stated. Carl Stern made a motion to approve and Vivian Keetso seconded the motion. All aye, the motion carried.
- 1.5 ***Approval of Minutes from Regular Board Meeting on March 15, 2017:** Dianna Maestas asked if there were any questions, regarding meeting minutes from the March 15th meeting. 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 Taylor Pinto seconded the motion. All aye – the motion carried.

II. Superintendent's Report:

Superintendent Tony Archuleta reported on the following:

The CISD school board members had all members in attendance at the National School Board Conference in Denver, Colorado in March and three days later, all members and the superintendent attended the Region II School Board Meeting in Gallina, cohosted by Jemez Mountain Schools and the Cuba District.

The Spring Budget Conference was held in Albuquerque on April 11-13. Superintendents and business managers received information on what to expect in terms of funding for the 2017-2018 school year.

CISD has surveyed staff in order to assess intent to return for the 2017-2018 school year. The survey indicates five instructors will not return. Vacant positions will include one English teacher, one social studies teacher, 1 math teacher, and one Spanish teacher. Provisions are being made to identify, recruit, and retain newly hired employees.

The administration and CISD school board are making provisions for collaboration with UNM Los Alamos to include Adult Education Programs and Professional Development Institutes. Additional meetings are planned for establishing field-based agreements for the 2017-18 school year. The first one will take place the week of April 24th.

PO Box 70, #50 County Rd 13, Cuba, NM 87013, Phone: 575-289-3211, Fax: 575 289-3314

Cuba Independent School District does not discriminate on the basis of race, religion, color, national origin or ancestry, sex, gender identity, sexual orientation, age, marital or veteran status or disability in any educational programs, activities or employment. Cuba Independent School District also prohibits the use of racial, ethnic, and/or sexual slurs, including sexual harassment. If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in a school meeting or hearing, or if you wish to receive assistance or information regarding student grievances, language translations of District policy, Section 504 or Title IX, please contact the Superintendent's Office at least one week prior to the meeting or as soon as possible. The district Title IX Officer, Rhiannon Chavez may be contacted at the address or phone number listed above or at rchave@cube.k12.nm.us. For concerns at the school level, contact Shirley Hurford, Elementary – Ext. 403 or shurford@cube.k12.nm.us. Shirley Hurford, Middle School – Ext. 302 shurford@cube.k12.nm.us. or Arsenio Jacquez, High School – Ext. 202 or ajacquez@cube.k12.nm.us

CUBA INDEPENDENT SCHOOL DISTRICT

BOARD OF EDUCATION

DIANNA MAESTRAS, President
TAYLOR PINTO, Vice President
VIVIAN KLETSO, Secretary
CARL STEERN, Member
ELIZABETH MARTIN, Member



ADMINISTRATION

TONY ARCHULETA, Superintendent
JAIME TAMEZ, Grants Coordinator
RHANNON CHAVEZ, Finance Director
ARSENIO JACQUEZ, High School Principal
SHIRLEY HURFORD, Mid School Principal
SHIRLEY HURFORD, Elementary Principal

PARCC testing began on April 11th. Arrangements have been made to maximize the implementation process.

Tempo II is still in process of reviewing the custodial and maintenance programs in the district. Findings will be discussed upon completion.

The school calendar committee met the first week in April and again on April 10. The committee is comprised of elementary, middle, and high school representatives, business manager, data entry specialist, HS principal, and superintendent.

Mr. Archuleta also reported that April, May, and June are eventful months for Federal Programs as all applications must be completed by June 30. Title I had changes - from \$24,000.00 to \$41,000.00. Regular Title I will be decreased while Title I Improvement program grants have been increased.

2.1 Administrator Reports – Principals, Data Manager, SPED Coordinator:

Data Manager, **Josephine Velarde** gave information on the proposed 2017-2018 School Calendar as compared to the current year calendar, including the proposed change to move graduation from Saturday to Friday. Board member Taylor Pinto stated that it would be better to leave the date on Saturday unless sufficient communication goes out to parents ahead of time. Principal Jacquez stated that one reason the suggested change was placed on the draft calendar was so families would have the option to attend other area school graduations, which are mostly on Saturday.

Elementary/Middle School Principal, **Shirley Hurford** reported that the elementary has current enrollment of 212. PARCC is currently being conducted and the quarterly assessment for the elementary is on target. Eighty-nine SAT meetings have been performed and the Parent Center is being utilized as a part of the SATs. One thousand one hundred six hours of intervention time have been logged.

Ms. Hurford also informed the Board that all elementary staff are planning to return for the 2017-18 school year. The elementary students will be released two days early because they will have met the required amount of days for the year. The two days without students will be utilized for staff professional development.

Middle school enrollment is currently one hundred three students. The quarterly assessment is above target. Discipline issues have dropped in number. Ms. Hurford attributed the reduction to the PBIS program.

Summer School at the middle school will be similar to a credit recovery system. Students failing courses at semester will be encouraged to utilize summer school to gain a passing grade.

A *Whole Foods* grant has been obtained and will align with the HS greenhouse. The eighth grade promotion ceremony will take place on May 23.

PO Box 70, #50 County Rd 13, Cuba, NM 87013, Phone: 575-289-3211, Fax: 575 289-3314

Cuba Independent School District does not discriminate on the basis of race, religion, color, national origin or ancestry, sex, gender identity, sexual orientation, age, marital or veteran status or disability in any educational programs, activities or employment. Cuba Independent School District also prohibits the use of racial, ethnic, and/or sexual slurs, including sexual harassment. If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in a school meeting or hearing, or if you wish to receive assistance or information regarding student grievances, language translations of District policy, Section 504 or Title IX, please contact the Superintendent's Office at least one week prior to the meeting or as soon as possible. The district Title IX Officer, Rhiannon Chavez may be contacted at the address or phone number listed above or at rchavez@cuba.k12.nm.us. For concerns at the school level, contact Shirley Hurford, Elementary – Ext. 403 or shurford@cuba.k12.nm.us, Shirley Hurford, Middle School – Ext. 302 shurford@cuba.k12.nm.us, or Arsenio Jacquez, High School – Ext. 202 or ajacquezi@cuba.k12.nm.us

CUBA INDEPENDENT SCHOOL DISTRICT

BOARD OF EDUCATION

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



ADMINISTRATION

TONY ARCHULETA, Superintendent
JAIMIE TAMEZ, Grants Coordinator
RHIANNON CHAVEZ, Finance Director
ARSENIO JACQUEZ, High School Principal
SHIRLEY HURFORD, Mid School Principal
SHIRLEY HURFORD, Elementary Principal

SPED Coordinator, **Laura Saucedo** informed the Board there are 40 elementary students in program, 20 at the middle school, and 43 at the high school.

A training, hosted by the NWREC for SPED staff will take place at Buffalo Thunder. The training will focus on SATs and students with emotional disturbance.

High school principal, **Archie Jacquez** reported that the PARCC testing is being conducted through the month of April. There are 45 seniors and currently about half of the students are diploma eligible. He also reported that ADCs, along with waivers were required to be submitted to the NMPED for approval.

The HS Prom is scheduled for April 22. In preparation, presentations targeting DWI, drug abuse, safe sex, suicide prevention, and a mock car crash have been conducted.

Interviews for staff vacancies are taking place in expectation that all positions will be filled before the summer break. Mr. Jacquez also stated that Mentor Classes, focusing on lower performing students have been restructured and has been renamed *Advocacy*. Binders are compiled with focus on *Four-Year Plan* and transcripts. For these students, progress reports are sent to parents/guardians every three weeks. Elizabeth Martin asked if the class is graded. Mr. Jacquez responded that it is a *pass or fail* class. Dianna Maestas asked if he has seen an improvement over the duration of the class. Mr. Jacquez replied that an improvement is obvious and since it is now an established class, he expects greater improvements next school year. Elizabeth Martin asked if the class is credited. Mr. Jacquez stated that a passing grade in the class earns a half credit.

2.2 Fundraiser Report: Mr. Archuleta presented the Board with a report of all fundraisers approved since the last meeting.

2.3 School Board Work Session, April 29, 2017: A date of Monday, April 24, 2017 was chosen for the Board/Superintendent work session. A notice is to be posted, as required by the Open Meetings Act.

III. Public Comment: None

IV. Executive Session: Pursuant to Section 10-15-1 (H)(2) NMSA 1978, the Board will meet in executive session for: Superintendent Tony Archuleta stated there was no reason for an executive session at this time.

V. New Business Approvals:

5.1 * Approval of Out of State Travel, H. Lucero-Cheerleaders, Texas or Florida, Dec. 26-Jan. 2, 2018: Cheer Sponsor, Heather Lucero spoke to the Board and asked to withdraw her request for out of state travel because parents and students have decided to fundraise for necessary equipment rather than travel.

PO Box 70, #50 County Rd 13, Cuba, NM 87013, Phone: 575-289-3211, Fax: 575 289-3314

Cuba Independent School District does not discriminate on the basis of race, religion, color, national origin or ancestry, sex, gender identity, sexual orientation, age, marital or veteran status or disability in any educational programs, activities or employment. Cuba Independent School District also prohibits the use of racial, ethnic, and/or sexual slurs, including sexual harassment. If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in a school meeting or hearing, or if you wish to receive assistance or information regarding student grievances, language translations of District policy, Section 504 or Title IX, please contact the Superintendent's Office at least one week prior to the meeting or as soon as possible. The District Title IX Officer, Rhiannon Chavez may be contacted at the address or phone number listed above or at rchavez@cuba.k12.nm.us. For concerns at the school level, contact Shirley Hurford, Elementary – Ext. 403 or shurford@cuba.k12.nm.us, Shirley Hurford, Middle School – Ext. 302 shurford@cuba.k12.nm.us, or Arsenio Jacquez, High School – Ext. 202 or ajacquez@cuba.k12.nm.us

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
JAMIE FAMILIZ, Grants Coordinator
RHIANNON CHAVEZ, Finance Director
ARSENIO JACQUEZ, High School Principal
SHIRLEY HURFORD, Mid School Principal
SHIRLEY HURFORD, Elementary Principal

5.2 * **Approval of Finance Items:** Business Manager, Rhiannon Chavez submitted the following finance items for approval. Budget Adjustment Requests were submitted by Mrs. Chavez but were inadvertently omitted from the agenda. They will be placed on the special meeting agenda for approval.

a. **Board Report** (for informational purposes only)

b. * **Vouchers:** Dianna Maestas asked if there were any questions regarding the vouchers presented for approval. There were no questions so Ms. Maestas called for a motion to approve. Carl Stern made a motion to approve and Taylor Pinto seconded the motion. All aye – the motion carried.

c. * **Approval of 2017-2018 School Calendar:** Questions arose regarding the change from current year calendar, of graduation day from Saturday to Friday. Because it appeared a need for additional time to discuss was needed. Dianna Maestas called for a motion to table the approval of the 2017-2018 School Calendar. The item will be placed on the agenda of a special meeting. Carl Stern made a motion to table and Elizabeth Martin seconded the motion.

d. * **Approval of 2017-2018 Salary Schedules:** Superintendent Tony Archuleta stated that SEG amounts for the coming school year had just recently been received from the NMPED. He submitted a handout to the Board that reflected *Per-Pupil Spending* three consecutive years beginning with the 2015-16 school year and in addition, a comparison of staff raises beginning at 1% to 5% and the impact of each to the budget. Mr. Archuleta stated that competition for qualified teachers is currently extremely challenging and becoming more so. He said it is imperative to offer competitive salaries. Ms. Maestas asked if the Board could be assured the budget would safely allow for a 3% staff raise. Business Manager, Rhiannon Chavez stated that she is confident it will.

Dianna Maestas called for a motion to approve the salary schedules as presented. Carl Stern made a motion to approve and Vivian Keetso seconded the motion. Members voted as follows: Taylor Pinto – No, Elizabeth Martin – No, Vivian Keetso – Yes, Carl Stern – Yes, Dianna Maestas – Yes. The motion carried.

5.3 * **Approval of Changes to Facilities Use Application:** Requested changes to the district facilities use application were presented to the Board. The changes included a slight increase to the half-day and full day fee, charges for custodial supplies, and clarification in wording for cleanup after an event.

Dianna Maestas asked if there were any more questions. There was none so she called for a motion to approve the changes as presented. Carl Stern made a motion to approve and Vivian Keetso seconded the motion. All aye – motion carried.

5.4 * **Approval of Policy Advisory 127, Wellness – 1st Reading:** Ms. Maestas asked if there were any questions regarding Policy Advisory 127. There was none so she asked that the advisory be placed on the agenda for 2nd Reading at the regular school board meeting on May 17.

PO Box 70, #50 County Rd 13, Cuba, NM 87013, Phone: 575-289-3211, Fax: 575 289-3314

Cuba Independent School District does not discriminate on the basis of race, religion, color, national origin or ancestry, sex, gender identity, sexual orientation, age, marital or veteran status or disability in any educational programs, activities or employment. Cuba Independent School District also prohibits the use of racial, ethnic, and/or sexual slurs, including sexual harassment. If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in a school meeting or hearing, or if you wish to receive assistance or information regarding student grievances, language translations of District policy, Section 504 or Title IX, please contact the Superintendent's Office at least one week prior to the meeting or as soon as possible. The district Title IX Officer, Rhiannon Chavez may be contacted at the address or phone number listed above or at rchavez@cuba.k12.nm.us. For concerns at the school level, contact Shirley Hurford, Elementary – Ext. 403 or shurford@cuba.k12.nm.us, Shirley Hurford, Middle School – Ext. 302 shurford@cuba.k12.nm.us, or Arsenio Jacquez, High School – Ext. 202 or ajacquez@cuba.k12.nm.us

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
JAIME FAMEZ, Grants Coordinator
RHIANNON CHAVEZ, Finance Director
ARSENIO JACQUEZ, High School Principal
SHIRLEY HURFORD, Mid School Principal
SHIRLEY HURFORD, Elementary Principal

5.5 * **Approval of NMSBA Scholarship Nomination:** Mr. Archuleta asked the Board to table the approval of NMSBA Scholarship Nomination because he has not received applications. Ms. Maestas called for a motion to table the approval of scholarship nominations. Carl Stern made a motion to table the item and Taylor Pinto seconded the motion. The item will be placed on the special meeting agenda.

5.6 * **Approval of Facilities Use Application, AMIKids Sandoval, Basketball Tournament, May 6-8, 2017:** Mr. Ray Sisneros, representing AMIKids Sandoval spoke to the Board of the need for fundraising capability for the facility. Dianna Maestas called for a motion to approve the application. Taylor Pinto made a motion to approve and Elizabeth Martin seconded the motion. All aye – the motion carried.

5.7 * **Approval of Facilities Use Application, AMIKids Sandoval, Use of HS Track & Pool:** Ray Sisneros and AMI representatives requested to change the use time of the HS Track and Pool time on the application to 6:00 - 7:30 pm. Mr. Archuleta stated the reason AMI cannot utilize the track and pool until 6 pm is because all CISD students must be off campus at the time. He also informed them that the pool is not usually open during that time.

Dianna Maestas asked if there were any questions. There were no questions so she called for a motion to approve. Carl Stern made a motion to approve and Vivian Keetso seconded. All aye – the motion carried.

V. Closing

6.1 **Next Regular Meeting: May 17, 2017, CISD Boardroom, 6:00 pm:** Dianna Maestas reminded the Board of the next regular board meeting on Wednesday, May 17th, 6:00 pm at the CISD Board Room.


6.4 * **Adjournment:** Dianna Maestas called for a motion to adjourn the meeting. Taylor Pinto made a motion to adjourn and Carl Stern seconded the motion. All aye - the motion carried. The meeting was adjourned at 7:26 pm.

CUBA BOARD OF EDUCATION



Dianna Maestas, President

ATTEST



Vivian Keetso, Secretary

PO Box 70, #50 County Rd 13, Cuba, NM 87013, Phone: 575-289-3211, Fax: 575 289-3314

Cuba Independent School District does not discriminate on the basis of race, religion, color, national origin or ancestry, sex, gender identity, sexual orientation, age, marital or veteran status or disability in any educational programs, activities or employment. Cuba Independent School District also prohibits the use of racial, ethnic, and/or sexual slurs, including sexual harassment. If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in a school meeting or hearing, or if you wish to receive assistance or information regarding student grievances, language translations of District policy, Section 504 or Title IX, please contact the Superintendent's Office at least one week prior to the meeting or as soon as possible. The district Title IX Officer, Rhiannon Chavez may be contacted at the address or phone number listed above or at rchavez@cuba.k12.nm.us. For concerns at the school level, contact Shirley Hurford, Elementary – Ext. 403 or shurford@cuba.k12.nm.us. Shirley Hurford, Middle School – Ext. 302 shurford@cuba.k12.nm.us, or Arsenio Jacquez, High School – Ext. 202 or ajacquez@cuba.k12.nm.us