

CUBA INDEPENDENT SCHOOL DISTRICT

BOARD OF EDUCATION
DIANNA MAESTAS, President
PAMELA CAYADITTO, Vice President
VIVIAN KEETSO, Secretary
TAYLOR PINTO, Member
CARL STERN, Member



ADMINISTRATION
TONY ARCHULETA, Superintendent
YOLIE MEDRANO, Grants Coordinator
RHIANNON CHAVEZ, Finance Director
ARSENIO JACQUEZ, High School Principal
LYNN VASQUEZ, Mid School Principal
SHIRLEY HURFORD, Elementary Principal

Minutes of Regular School Board Meeting May 18, 2016

5:30 PM

CISD Board Room

I. Introduction

- 1.1 **Call to Order:** President, Dianna Maestas called the meeting to order at 5:30 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:** Dianna Maestas called for a motion to approve the agenda as presented. Taylor Pinto 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 Tuesday, March 22, 2016; Wednesday, April 20, 2016; Wednesday, April 27, 2016:** Ms. Maestas asked if there were any questions or corrections regarding meeting minutes noted above. There were none so she called for a motion to approve all three meeting minutes. Carl Stern made a motion to approve and Taylor Pinto seconded the motion. All aye – the motion carried.

II. Superintendent's Report: Superintendent, Tony Archuleta reported to the Board on the following:

The 2016 Cuba High School Graduation will be held on Saturday, May 21, 2016 at 10:00 am. All CISD school board members are encouraged to attend, if possible. Final arrangements are being made to ensure a pleasant and successful event.

The last day of school will be Monday, May 23rd for all students. Professional development for staff will continue through Thursday, May 26th. Professional development days will involve PLC trainings for all staff.

Mr. Archuleta traveled to Santa Fe to meet with legal counsel to discuss the sufficiency lawsuit concerns and other anticipated issues.

The superintendent, business manager, some school board members, and staff have been involved in the development and completion of the SY 2016-17 budget. A 3% salary increase was incorporated into the budget for final approval by the CISD school board and NMPED School Budget and Finance. The CISD business manager has discussed the budget with the district's budget analyst before final submittal.

Summer School will commence on Monday, June 6th through June 24th. Meeting are being held between the superintendent, principals, and other involved parties to address all logistical concerns.

The HR department has issued all *Letters of Intent* for the ensuing program year. Monday, May 16th is the deadline for responses.

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A meeting will be held with all maintenance and custodial staff to address areas of priority to be focused on during the ensuing summer months.

Testing windows have been followed as per NMPED mandates.

Point of Information - Funding Formula – Sufficiency Lawsuit: An email was sent last week with a couple of important documents – one is the spreadsheet that shows how much each district stands to gain should funding be increased and the other is the sliding scale fee we put together a few years back in order to “raise” \$100,000 for legal fees. A superintendent is working with Gail Evan to provide an invoice to each district. Again, a reminder that after June 30th, those districts who wish to contribute will be prohibited from using SEG funds and will need to seek other funds to do so.

Mr. Archuleta also reported that he and business manager, Rhiannon Chavez are working on an allocation for a summer work program, targeting seniors of the district who plan to pursue postsecondary education. He stated that the allocation should be sufficient to employ approximately 10 students for 6 weeks.

At this time, Mr. Archuleta read an email communication received from Manuel Diaz, former CISD Middle School physical education teacher. Mr. Diaz expressed appreciation for allowing him to experience a unique culture, plus the nice snow. He also expressed thanks for the opportunity to meet a lot of people, some of whom work hard to make the school run, and for the hospitality. He stated that he enjoyed talking with parents and the community and serving as football coach with 4 girls on the team.

2.1 Administrator Report – Shirley Hurford, Parent Center & Pre-School Construction: Ms. Hurford reported that the CISD Pre-K program serves any child who turns 4 on or before September 1st of the current school year. The district currently has one full time teacher and one full time aide. The construction project, when completed will allow space for 25 students. It currently only allows for 15. The new Pre-K wing will be attached to the current building off the main hallway leading to the playground. The grant amount for the project is \$369,877 and actual project amount is \$400,000. The project is slated to be completed by July 29, 2016.

Ms. Hurford also reported on the Elementary parent center. Resources for the center have been received from the state. It is in process of proceeding from the *study* phase the *action* phase. Plans are being made to schedule trips with a mobile resource lab to the Torreon Chapter House.

2.3 Early Childhood Coalition, Dr. Carl Stern: Dr. Stern stated that the initiative, led by Paula Steele with *UNM Family Present in Future* focuses on students learning cognitive skills as they develop. The project is a collaboration with the elementary parent center.

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III. New Business Approvals:

- 3.1 * **Approval of Grant Application**
- a. Fine Arts Grant
 - b. IDEA-B Application
 - c. Title I Application
 - d. Title II Application
 - e. Title III Application
 - f. Bilingual Application
 - g. Indian Education Application

Dianna Maestas asked if there were any questions regarding the grant applications, a-g. There were no questions so she called for a motion to approve. Carl Stern made a motion to approve and Taylor Pinto seconded the motion. All aye – the motion carried.

- 3.2 * **Approval of Finance Items:** Business Manager, Rhiannon Chavez submitted the following finance items for approval.

a. Vouchers: A report of all paid vouchers was submitted to the Board. Dianna Maestas asked if there were any questions regarding the vouchers presented. 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.

b. Budget Adjustment Requests – Ms. Chavez submitted the following BARs for approval: In addition to the BARs listed below, Mrs. Chavez requested approval of Maintenance Blanket BAR for transfers within function to balance the budget through June 2016 in order to reduce audit findings. Upon approval, she will provide the Board with a copy of each transfer at the July 2016 School Board Meeting.

<u>Fund Code</u>	<u>Fund Name</u>	<u>BAR Number</u>	<u>Amount</u>
11000	Operational	062.000.1516.0059.T	\$ 0.00
11000	Operational	062.000.1516.0060.M	\$ 0.00
11000	Operational	062.000.1516.0061.M	\$ 0.00
11000	Operational	062.000.1516.0062.M	\$ 0.00
12000	Teacherage	062.000.1516.0063.M	\$ 0.00
13000	Transportation	062.000.1516.0064.M	\$ 0.00
14000	Instructional Materials	062.000.1516.0065.M	\$ 0.00
22000	Athletics	062.000.1516.0066.M	\$ 0.00
24101	Title I	062.000.1516.0067.M	\$ 0.00
24106	IDEA-B	062.000.1516.0068.M	\$ 0.00
24106	IDEA-B	062.000.1516.0069.M	\$ 0.00
24109	IDEA-B Pre-K	062.000.1516.0070.M	\$ 0.00
24162	Title I School Imprvmt	062.000.1516.0071.M	\$ 0.00
25131	JOM	062.000.1516.0072.M	\$ 0.00

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25145	Impact Aid SPED	062.000.1516.0073.M	\$ 0.00
25145	Impact Aid SPED	062.000.1516.0074.M	\$ 0.00
25147	Impact Aid	062.000.1516.0075.M	\$ 0.00
25147	Impact Aid	062.000.1516.0076.M	\$ 0.00
25153	Medicaid	062.000.1516.0077.M	\$ 0.00
25184	Indian Ed Grant	062.000.1516.0078.M	\$ 0.00
25235	Library	062.000.1516.0079.M	\$ 0.00
27114	Reads To Lead	062.000.1516.0080.M	\$ 0.00
27141	Truancy Initiative	062.000.1516.0081.M	\$ 0.00
27149	Pre-K	062.000.1516.0082.M	\$ 0.00
29102	Sandoval County	062.000.1516.0083.M	\$ 0.00
29102	Sandoval County	062.000.1516.0084.M	\$ 0.00
29107	Intel STW	062.000.1516.0085.M	\$ 0.00
31100	Bond Building	062.000.1516.0086.T	\$ 0.00
31500	Capital Outlay	062.000.1516.0087.M	\$ 0.00
24101	Title I	062.000.1516.0088.T	\$ 0.00
27103	Dual Credit	062.000.1516.0089.D	\$ (1,098.00
24153	Title III	062.000.1516.0090.I	\$ 37,401.00

BUDGET IMPACT \$ 36,303.00

Dianna Maestas asked if there were any questions regarding the Budget Adjustment Requests as presented. 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.

- 3.3 * **Approval of Bond Resolutions, RBC:** Mr. Andrew Strickland, of RBC Capital Markets gave the Board a summary of the district bond finance plan and election update. Dr. Stern had several questions regarding the plan. Dianna Maestas stated that the finance plan is based on the facility master plan. Superintendent Archuleta recommended a special board session specifically to explain the bond process to newer board members. Ms. Maestas called for a motion to approve the bond resolutions. Vivian Keetso made a motion to approve and Taylor Pinto seconded the motion. All aye – the motion carried.
- 3.4 * **Approval of 2016-2017 Operating Budget & Salary Schedules:** Business Manager, Rhiannon Chavez gave the Board a synopsis of the 2016-17 budget, including revenue and expenditures. A three percent salary increase for all staff was included. The increase for level II and III teachers was mandatory as per NMPED. Last year, budget included mandatory increase for level I teachers. Taylor Pinto expressed concern that the school sites has received low grades by the NMPED Grading System but the district continues to give raises. Mr. Archuleta stated that improvements within the district are a work in progress. For example, graduation rates improved this school year from recent years. The use of PLCs and professional development is focusing on the most efficient route to student success. Carl Stern conveyed the need to take this into consideration when addressing the procedure for setting superintendent goals. Dr. Stern also expressed thanks to Rhiannon Chavez for the informative power point on the budget.

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IV. Public Comment:

Jason Ohler – District parent Mr. Jason Ohler expressed disagreement with the uniform policy at the elementary and middle schools. He stated that it is a hardship to purchase uniforms for his child – essentially having to purchase two different wardrobes. He asked the administration and school board members to consider revoking the policy.

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

Discussion of Personally Identifiable Information About Individual Student(s): Dianna Maestas called for a motion to go into executive session to discuss personally identifiable information about individual students. Carl Stern made the motion and Vivian Keetso 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 6:41 pm.

At 6:55 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 personally identifiable information about individual students. Carl Stern made the motion and Taylor Pinto 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. Unfinished Business

6.1 * **Approval of NMSBA Policy Advisory 124 – Graduation Requirements, 125 – Interscholastic Sports, 126 – Community Use of School Facility – 2nd Reading:** Dianna Maestas asked if there were questions or comments regarding NMSBA Policy Advisory 124 – Graduation Requirements, 125 – Interscholastic Sports, 126 – Community Use of School Facility. There were no questions so Ms. Maestas called for a motion to approve. Carl Stern made a motion to approve and Vivian Keetso seconded the motion. All aye – the motion carried.

VII. Closing

7.1 **NMSBA School Law Conference, June 3-4, 2016 @ Hotel Albuquerque:** Dianna Maestas reminded Board members of the NMSBA Law Conference on June 3-4, 2016.

7.2 **NMSBA Leadership Retreat, July 22-23, 2016 – Taos, NM:** Ms. Maestas reminded the Board of the Leadership Retreat in Taos on July 22-23.

7.3 **Next Regular Meeting: May 18, 2016, CISD Board Room, 5:30 pm:** Dianna Maestas reminded the Board of the next regular board meeting on June 15, 2016 at 5:30 pm at the Federal Programs Boardroom. The agenda will include an executive session and action item to establish procedures to set superintendent's goals.

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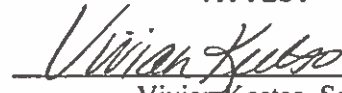
7.4 * **Adjournment:** Dianna Maestas called for a motion to adjourn the meeting. Vivian Keetso made a motion to adjourn and Taylor Pinto seconded the motion. The motion carried. The meeting was adjourned at 6:58 pm.

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Dianna Maestas, President

ATTEST



Vivian Keetso, Secretary

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