

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
YOLI 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 June 15, 2016

5:30 PM

CISD Board Room

I. Introduction

- 1.1 **Call to Order:** President, Dianna Maestas called the meeting to order at 5:59 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 – Present. 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. Superintendent Archuleta requested the following items be added under item number II, *Superintendent's Report*: Paula Steele, Associate Director for UNM Family Development Program, and Recognition of CISD Retirees. Ms. Maestas asked for a motion to approve the agenda with the additions to the superintendent's report. Carl Stern made a motion to approve the agenda as stated and Pamela Cayaditto seconded the motion. All aye, the motion carried.
- 1.5 ***Approval of Minutes from Regular Board Meeting on Tuesday, May 18, 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. 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 to the Board on the following:

The Title I Summer School Program has been implemented. It began on Monday, June 6th and will end on June 24th and is a three week program. There are currently 30 students participating at the elementary, thirteen at the middle school, and forty-seven at the high school. Focus of the program is to provide supplemental instructional services. Emphasis at the high school is on credit recovery. Sixteen students are attending driver's education – for a three week period.

Feedback ratings on the 2016 Graduation activities varied on a scale of 3 through 10. The keynote speaker received high marks from attendees for his relevant and encouraging message to the graduates.

GranCor is upgrading the bus barn fuel tank area in order to maximize safety and effective services to school bus drivers. Preparation for pouring of concrete has begun.

Roof Care will be conducting an assessment on the condition of roofs within the district, i.e. school board room building.

Number 42 Teacherage has been remodeled and will be available for occupancy within the next month.

A one week UNM CEPA-STEM program has been implemented at the middle school during the first week of summer school program.

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The custodial staff is diligently working to complete all required improvements and repairs throughout the district in preparation for the ensuing school year.

Mr. Archuleta stated he is in process of making arrangements for the CISD Board to visit the Cabazon site. A couple of entities have contacted him, expressing interest to either purchase or lease the property which is owned by the CISD.

The *Center for Law & Poverty* will be visiting with CISD staff in preparation for depositions by NMPED which will take place during the first weeks of July 2016.

The CISD Business Manager has submitted all required documentation to NMPED's School Budget and Finance Analysis Bureau for the 2016-17 school year. The final budget review has occurred.

The swimming pool is open and the community is enjoying its benefits. Mr. Archuleta stated that during a recent visit, the environment was clean and pleasant.

End of fiscal year activities will terminate on June 30th. The new fiscal cycle commences on July 1st.

2.1 Paula Steele, UNM Family Development Program: Ms. Paula Steele gave a power point presentation to the Board regarding progress on the *Early Childhood Program*. The goals of the program are to develop an adaptive community-based model that demonstrates a focus on high-risk, high need geographic areas to build local solutions to address gaps in the early childhood system. In addition, early childhood coalitions are engaged and sustained through action-oriented collaborative leadership development. Also, community-defined plans and collective action improves outcomes for young children and families.

2.2 Staff Recognition – Julia Gutierrez & Synthia McLain: Mr. Archuleta informed the board that two staff members retired at the end of the current school year. Mrs. Julia Gutierrez, Nurse Aid for the district for 7 years, and Synthia McLain, Educational Assistant in the Library for 14 years. He commended these two staff members for their years of dedicated service.

III. New Business Approvals:

3.1 * Approval of Open Meetings Resolution 2016-2017: Dianna Maestas stated that the resolution should be changed to reflect a 6:00 pm meeting time for all regular meetings because of employment constraints of several board members. She then asked if there were any questions regarding the resolution. There were no questions so she called for a motion to approve as stated. Pamela Cayaditto 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.

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b. **Fixed Assets:** Rhiannon Chavez presented a quarterly report of Capital Assets. Dianna Maestas asked if the report indicated that all assets are currently inventoried. Donna Lovato indicated that staff members are required to submit an inventory of items along with the rest of the checkout documents at the end of the school year. In addition, if asset items are to be relocated, a procedural request document is submitted to the business manager for approval prior to the move.

IV. **Public Comment:** CISD parent, Jennifer Gauna-Casaus expressed concern regarding the educational staff turnover at the middle school during the past two school years. Mrs. Casaus stated that when teaching staff leave during the school year, long term substitutes take their place in the classroom. She feels this is an inadequate situation and students lose that valuable academic time.

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

Limited Personnel Matters – Specifically, Superintendent Goals & Administrative Issue, and Attorney-Client Privilege Pertaining to Threatened or Pending Litigation:

Dianna Maestas called for a motion to go into executive session to discuss limited personnel matters and attorney-client privilege pertaining to threatened or pending litigation. Pamela Cayaditto made the motion and Carl Stern seconded the motion. All aye – the motion carried. Vivian Keetso took roll call. Dianna Maestas – present, Pamela Cayaditto – present, Vivian Keetso – present, Taylor Pinto – present, Carl Stern – present. The Board went into executive session at 6:53 pm.

At 8:11 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 limited personnel matters and attorney-client privilege pertaining to threatened or pending litigation. She called for a motion to return to open session. Pamela Cayaditto made the motion and Vivian Keetso seconded the motion. All Aye – motion carried. Vivian Keetso took roll call. Dianna Maestas – present, Pamela Cayaditto – present, Vivian Keetso – present, Taylor Pinto – present, Carl Stern – present.

VI. **Unfinished Business**

6.1 * **Approve Procedure for Setting Superintendent Goals:** Dianna Maestas stated that there will be no action on this item at this time and it will be placed as an action item on the July 20, 2016 regular meeting agenda.

VII. **Closing**

7.1 **Set Date for School Board Work Session:** Superintendent Archuleta suggested that a date be set for September 2016 for the work session. Ms. Maestas stated the exact date will be discussed at the July 20th regular meeting.

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.

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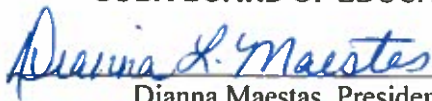
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7.3 **Next Regular Meeting: July 20, 2016, CISD Board Room, 6:00 pm:** Dianna Maestas reminded the Board of the next regular board meeting on June 15, 2016 at 6:00 pm at the Federal Programs Boardroom.

7.4 * **Adjournment:** Dianna Maestas called for a motion to adjourn the meeting. Pamela Cayaditto made a motion to adjourn and Taylor Pinto seconded the motion. The motion carried. The meeting was adjourned at 8:14 pm.

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ATTEST



Vivian Keetso, Secretary

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