

CUBA INDEPENDENT SCHOOL DISTRICT

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



ADMINISTRATION
KIRK HARTOM, Superintendent
VACANT, Federal Programs Director
RHIANNON CHAVEZ, Finance Director
ARSENIO JACQUEZ, High School Principal
LYNN VASQUEZ, Middle School Principal
SHIRLEY HURFORD, Elementary Principal

Minutes of Regular School Board Meeting July 15, 2015

5:30 PM

Ojo Encino Chapter House

I. Introduction

- 1.1 **Call to Order:** President, Dianna Maestas called the meeting to order at 6:04 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 posted. Carl Stern made a motion to approve the agenda and Taylor Pinto seconded the motion. All aye, the motion carried.
- 1.5 ***Approval of Minutes from Regular Board Meeting on June 17, 2015:** Dianna Maestas asked if there were any questions or comments regarding the minutes from the regular Board meeting on June 17th. There were no questions so Ms. Maestas called for a motion to approve the minutes. Carl Stern made a motion to approve and Taylor Pinto seconded the motion. All aye, the motion carried.

II. Recognition

Dianna Maestas stated that recognition for Gary Hoodless would be postponed until the regular board meeting on August 19, 2015 at the CISD Board Room.

III. Public Comment

Mario Atencio: Mr. Atencio stated that he is a 2001 Alumni of Cuba High School. He expressed that he is concerned about Indian Education Committee allegations and he urged the Board to investigate. On a side note, he conveyed that he was a student of teacher Gary Hoodless during his years at Cuba Schools and that Gary will be greatly missed.

IV. Superintendent's Report: Mr. Hartom was unable to attend the meeting because of a family emergency. Administrative Assistant, Donna Lovato read Mr. Hartom's report.

4.1 **Organization Framework Report Card:** The *Organizational Framework* is a tool the Board can utilize to monitor District progress in a number of areas including Academic & Financial. The purpose is to communicate to the public the existing compliance-related expectations which the District must meet. School officials must guard against impeding on the schools' autonomy while also protecting the public's interests. However, Boards should be aware of the delicate balance between appropriate oversight and infringement on autonomy. Each district should ask "What do I really need to know?"

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

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- 4.2 **Back-to-School Agenda:** Mr. Hartom presented a proposed Staff Orientation schedule, slated for August 10-12, 2015.
- 4.3 **Board Retreat – August 14-15, 2015:** A tentative agenda was submitted by Mr. Hartom, as well as a suggested date of August 14-15, 2015.
- 4.4 **PPE:** Ms. Hurford, Ms. Vasquez, and Mr. Hartom attended the opening Convening of Cohort #3 of PPE in Santa Fe, in July. Highlights were a draft plan for the 90-Day Plan using the School Turnaround Levers and a Root Cause Analysis of school looking to achieve higher levels of achievement. Data analysis, student culture, and staff culture are the ingredients in growing a successful school. Turnaround Competencies were a focal point for the convening session and CISD has already been using the Turnaround Model within the scope of Leadership Professional Development Plans and Evaluations for the past year.
- 4.5 **YCC Wrap Up – Bill Huyssoon:** Mr. Huyssoon was not present for the YCC update so the report will be placed on the agenda for August.
- 4.6 **Indian Education Committee and Grants:** Mr. Hartom addressed situations which have occurred throughout the year with the IEC. Mr. Hartom asked Dr. Carl Stern to act as a “go-between” to address goals, within the scope of the *Board Strategic Plan*, and the *District Educational Plan for Student Success*. Dr. Stern and Grants Coordinator, Yoli Medrano attended an IEC Meeting held in Torreon last week. In this report, Mr. Hartom addressed his concerns regarding a JOM Application submitted without clear goals, following JOM By-laws in regards to meetings, the issue of non-attendance at a crucial negotiation meeting with JOM Officials, not signing a crucial Title VII Application for funding, not attending school site tours or classroom observations, and not participating in the development of the Native American Liaison position. Mr. Hartom stated in his report that his hope is that the IEC will begin to move away from an unfounded complaint mode and instead, view the District as an advocate in the School Turnaround process. He expressed the desire to follow IEC By-laws, enhance communication between the committee and the District, and work toward common goals.

At this point in the meeting, the IEC was scheduled on the agenda to speak. However, no members were present. Members came in to the meeting during Administrator Reports so were allowed to speak at that time. Veronica Jackson-Sandoval stated that she was concerned because the Committee has not met formally with the new District Grant Director. She indicated that the meeting at Torreon Chapter House was also attended by CISD Transportation Director, Jacob Martinez and she feels that progress is being made regarding transportation issues. Other concerns expressed by Ms. Jackson-Sandoval were graduation statistics, scholarship availability for Native Americans, and communication issues between Committee and CISD Administration. Mr. Donovan Gordo also spoke. He stated that IEC By-Laws should be utilized to guide the Committee and CISD. He stated that the Director should attend all meetings. He expressed concern that the JOM Application was revised without consent of the Committee. He stated July 28th has been chosen for a special IEC Meeting at the CISD Boardroom. He also stated that the IEC will submit a written request for Grant Director, Yoli Medrano to be made Director for the JOM/IEC. Ms. Dianna Maestas stated that the IEC would be placed on the agenda for August 19, 2015 regular Board Meeting.

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4.7 **Acceptance in Poverty Funding Inadequacy Lawsuit:** As an update, Mr. Hartom reported that the District has been officially accepted in the Poverty Funding Inadequacy Lawsuit.

4.8 Administrator Reports:

a. **Elementary School, Shirley Hurford:** Ms. Shirley Hurford reported on the trip to Tampa, Florida in July to the PLC Conference. Also, Elementary Staff Members will be attending an Autism Conference and will report to the Board at the September meeting. Ms. Hurford also reported that an Elementary Staff Member is attending a LindaMood-Bell workshop on Reading Comprehension strategy. Staff changes at the Elementary for SY 2015-2016 will be a new PE teacher, Marti Toledo, Isabel Jacquez, 3rd Grade, Carol Chavez, Bilingual. In addition, Elisabeth Tyler will be teaching music twice a week at the Elementary. Ms. Hurford also informed the Board that the Elementary Secretary has resigned so the position will be posted.

b. **Middle School, Lynn Vasquez:** Ms. Vasquez reported to the Board about the trip to the Solution Tree Conference in Tampa, Florida. She then introduced new middle school teachers, Steven Lang and Scottie Fox. Other new staff at the middle school are Dan Barnes - Counselor, Joseph Brondo - Math, Manuel Diaz - PE, Lorena Diaz - English. Ms. Vasquez also informed the Board that 2 middle school teachers just resigned.

c. **High School, Arsenio Jacquez:** Mr. Jacquez reported that 32 students participated in summer school. Of that number, 27 completed the necessary courses. Five students were dropped from summer school because of non-attendance. Mr. Jacquez stated that the High School Master Schedule is completed for sy 2015-2016 and custodians are working diligently to prepare for the year. They are still looking for another counselor. New staff include Anna Brown - Social Studies, 2 student teachers in Special Education and English, Mr. Bill Trujillo will be teaching Art classes, in addition to Navajo Language. The new High School Handbook will include early-warning dropout prevention. Ms. Maestas asked Mr. Jacquez if any summer school students were seniors, completing graduation requirements. Mr. Jacquez stated that students participating were no higher than 11th grade. Taylor Pinto said that he feels there is a disconnect and the high school needs a concrete plan to bring it up to standards. Mr. Jacquez stated that concentrating on SATs and interventions will continue. He also stated that the truancy grant will assist Leadership Teams to address student needs and communication. Mr. Pinto asked if students all have 4-year plans. Mr. Jacquez informed her that high school counselors completed all 4-year plans last school year. Other audience members expressed concerns of offering a culturally responsive education, the need to engage students while teaching, and cultural respect. Mr. Jacquez stated that part of the upcoming staff orientation is *School Cultural Diversity & Awareness*.

d. **Transportation, Jacob Martinez:** Transportation Director, Jacob Martinez was unable to attend the Board meeting.

V. New Business Approvals:

5.1 * **Approval of Finance Items:** Dianna Maestas asked the Board if there were any questions regarding finance items. Taylor Pinto expressed concern that the Board needs answers on items presented. They requested that Business Manager be present for meetings to answer questions. As a result, Dianna Maestas stated that the action is tabled until the next Board meeting.

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a. BARs: Business Manager, Rhiannon submitted account information on the Blanket BAR, approved by the Board at the May 20th Regular Meeting.

2014-2015 Blanket Approval BARs, Board Approved May 20, 2015

Fund Code	Fund Name	BAR Number	Amount
11000	Operational	062.000.1415.0051.M	\$ 00.00
11000	Operational	062.000.1415.0052.M	\$ 00.00
11000	Operational	062.000.1415.0053.M	\$ 00.00
11000	Operational	062.000.1415.0083.M	\$ 00.00
12000	Teacherage	062.000.1415.0054.M	\$ 00.00
13000	Pupil Transportation	062.000.1415.0055.M	\$ 00.00
14000	Total Inst. Materials Sub-Fund	062.000.1415.0056.M	\$ 00.00
21000	Food Services	062.000.1415.0057.M	\$ 00.00
22000	Athletics	062.000.1415.0058.M	\$ 00.00
24101	Title I – IASA	062.000.1415.0059.M	\$ 00.00
24101	Title I – IASA	062.000.1415.0060.M	\$ 00.00
24106	Entitlement IDEA-B	062.000.1415.0061.M	\$ 00.00
24106	Entitlement IDEA-B	062.000.1415.0062.M	\$ 00.00
24154	Teacher/Principal Trning & Recruiting	062.000.1415.0063.M	\$ 00.00
25145	Impact Aid Indian Educ. SpEd	062.000.1415.0064.M	\$ 00.00
25147	Impact Aid Indian Education	062.000.1415.0065.M	\$ 00.00
25147	Impact Aid Indian Education	062.000.1415.0066.M	\$ 00.00
25153	Title XIX Medicaid 3/21 Years	062.000.1415.0067.M	\$ 00.00
25153	Title XIX Medicaid 3/21 Years	062.000.1415.0068.M	\$ 00.00
25184	Indian Ed Formula Grant	062.000.1415.0069.M	\$ 00.00
25184	Indian Ed Formula Grant	062.000.1415.0084.M	\$ 00.00
25235	Literacy Through School Libraries	062.000.1415.0070.M	\$ 00.00
27114	NM Reads to Lead K-3	062.000.1415.0071.M	\$ 00.00
27149	PreK Initiative	062.000.1415.0072.M	\$ 00.00
27150	Indian Education Act	062.000.1415.0073.M	\$ 00.00
27181	STEM Teacher Initiative	062.000.1415.0074.M	\$ 00.00
28195	Natural Helpers Program	062.000.1415.0075.M	\$ 00.00
29102	Private Direct Grants	062.000.1415.0076.M	\$ 00.00
29107	City/County Grants	062.000.1415.0077.M	\$ 00.00
31100	Bond Building	062.000.1415.0078.M	\$ 00.00
31400	Special Capital Outlay – State	062.000.1415.0079.M	\$ 00.00
31500	Special Capital Outlay – Federal	062.000.1415.0080.M	\$ 00.00
31700	Capital Improvements SB-9	062.000.1415.0081.M	\$ 00.00
31700	Operational	062.000.1415.0082.M	\$ 00.00
32100	Operational	062.000.1415.0083.M	\$ 00.00

BUDGET IMPACT \$ 00.00

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b. Cash Transfers: There were no cash transfers submitted for approval at this meeting.

c. Vouchers: A report of all paid vouchers was submitted to the Board

d. Capital Assets – Monthly Reconciliation: As per the Business Manager, the audit firm recommended a report be submitted to the Board monthly, for information purposes only. At the date of this meeting, the report format was not completed and will be available beginning at the August meeting.

5.2 * **Out of State Travel, Josephine Velarde – SchoolMaster Training, September 28-29, 2015:** Ms. Velarde withdrew her request for out of state travel. She will attend a conference in state later in the year.

5.3 * **Approval for Gary Hoodless Memorial Tree at Mid-School:** Mr. Alex Ortega, representing the SEPA Program, requested approval for a memorial tree to be placed at the Middle School in honor of teacher, Gary Hoodless. Carl Stern made a motion to approve and Vivian Keetso seconded the motion. All aye – the motion carried.

5.4 * **Approval of Leroy Herrera Extended Medical Leave:** Bus driver, Leroy Herrera requested extended medical leave. Dianna Maestas called for a motion to approve the leave. Carl Stern made a motion to approve and Vivian Keetso seconded the motion. All aye – the motion carried.

5.5 * **Approval of Handbooks – 2nd Reading:** Dianna Maestas informed the Board that the High School Handbook has been extensively re-vamped from the first reading. Carl Stern stated that it is a vast improvement. Numerous concerns and suggestions were expressed by the audience regarding the handbooks. Carl Stern proposed approval of the handbook but allow for future addendums. Dianna Maestas stated that there will be a special board meeting on Tuesday, July 21st for approval of handbooks, approval of finance items and executive session.

5.6 * **Approval of Staff Handbook:** Dianna Maestas asked if the organizational chart was to be included in the staff handbook. Donna Lovato confirmed that it will be included. Dianna Maestas called for a motion to approve the CISD Staff Handbooks – to include the District organizational chart. Carl Stern made a motion to approve and Taylor Pinto seconded the motion. All aye – the motion carried.

5.7 * **Approval of Teacheage Handbook:** Dianna Maestas called for a motion to approve the 2015-2016 Teacheage Handbook. Carl Stern made a motion to approve and Taylor Pinto seconded the motion. All aye, the motion carried.

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5.8 * **Approval of Requests for Fundraiser:** Dianna Maestas requested Heather Lucero, Cheer Sponsor, to give the Board a report of fundraising progress for the trip to the Holiday Bowl in December at the next meeting. She then called for a motion to approve fundraiser requests a-f. Carl Stern made a motion to approve and Taylor Pinto seconded the motion. All aye – motion carried.

- a. Request for Donations
- b. Little Girl Cheer Camp
- c. Make-Up Sales
- d. Pizza Kits
- e. Fan Cloth, Fan Shop/Umbrellas
- f. Rummage Sale

VI. Unfinished Business

6.1 * **Leave Donation Proposal:** At the time of this Board Meeting, the District is still waiting on formal written policy advisory from NMSBA advisor Donn Williams.

VII. **Executive Session:** Pursuant to Section 10-15-1 (H)(2) NMSA 1978, the Board will meet in executive session for:
None


VIII. Closing

At this time in the meeting, Dianna Maestas recognized Dave Rico, Torreon Chapter President who had his hand raised, requesting to speak. Mr. Rico expressed his concern that more parents do not attend Board Meetings and get more involved in school. Mr. Rico stated that he would like to remind the Board that Cuba Schools consist of 80/20 (80% Navajo and 20% other). He requested also, that Cuba Schools observe equality when hiring staff. He expressed concern that no Native students had received scholarships upon graduation this past school year. Mr. Rico also stated that there is a great need for county representatives from Sandoval and McKinley to meet to discuss issues shared by both.

8.1 Next Regular Board Meeting – August 19, 2015, CISD Board Room: Ms. Maestas reminded the Board of the next regular board meeting on August 19, 2015.

8.2 * **Adjournment:** Dianna Maestas called for a motion to adjourn the meeting. Taylor Pinto made a motion to adjourn and Carl Stern seconded the motion. The motion carried. The meeting was adjourned at 8:07 pm.

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Dianna Maestas, President

ATTEST



Vivian Keetso, Secretary

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