

CUBA INDEPENDENT SCHOOL DISTRICT

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



ADMINISTRATION
ADAN DELGADO, Superintendent
JAIME TAMBUZ, Grants Coordinator
RHIANNON CHAVEZ, Finance Director
ARSENIO JACQUEZ, High School Principal
SHIRLEY HURFORD, Middle School Principal
SHIRLEY HURFORD, Elementary Principal

Minutes of Regular School Board Meeting August 16, 2017

6:00 PM

CISD Boardroom

I. Introduction

- 1.1 **Call to Order:** President Dianna Maestas called the meeting to order at 6:00 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. Elizabeth Martin 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 July 19, 2017:** Dianna Maestas asked if there were any questions, regarding meeting minutes from the Regular Meeting on July 19, 2017. 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 Report:

Superintendent Adan Delgado reported to the Board regarding vacancies within the district. Interviews are taking place for a Navajo Language teacher. Vacancies are posted for a Special Education teacher and two custodial positions – one for a .5 FTE - posted internally; and a full time custodial position.

Mr. Delgado also gave a program update. SPED is experiencing a caseload review and a contracted service review. A pre and post trip review in Transportation Services is to be conducted by CDL certified Transportation Coordinator Tim Chavez.

As the result of meetings with Canteen of New Mexico, Food Services has set a goal to increase student participation at the high school. Participation at the high school last school year was at 50%. The cafeteria will be serving fewer processed foods, less packaged foods, and adding *Meal Deal* to provide variety to students.

Student enrollment numbers in the district increased at the high school and middle school. At the elementary, enrollment is down – possibly because of last school year's large 5th grade class - moved to 6th grade at the middle school this year.

At the high school, the counselor is communicating with students as well as parents regarding credit recovery and AP Courses. Elizabeth Martin stated that she observes a need to spread out the meetings with students and parents, beginning with seniors and juniors then communicate with sophomores and freshmen as the school year progresses.

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Superintendent Delgado informed the Board that the student health center offers services, which include a substance abuse counselor and the PMS Medical Director; Dr. Chavez is at the clinic one day per week.

Hours at the swimming pool are currently Monday and Wednesday, 9:00 am to 12:00 noon and 1:00 pm to 4:00 pm. Water Aerobics are 4:30 pm to 5:15 pm, and Family Swim begins at 5:30 pm to 7:00 pm. In the effort to generate additional revenue, Director Heather Lucero is encouraging community-use of the pool for Community Rental, Field Trips, and Physical Therapy.

Mr. Delgado also spoke to the Board about the upcoming solar eclipse on Monday, August 21st. Out of respect to cultural/religious beliefs, he will send a letter to district parents/guardians to inform them that students who choose to be absent from school during this event will be excused. Carl Stern requested the letter to be sent to Board members also.

2.1 Fundraiser Report: There was one fundraiser request received. The request was by Middle School Volleyball and Coach Felice Chapman. The team requested to sell school pride shirts from August 14 through October 19, 2017.

III. Public Comment: None

IV. Discussion Items:

4.1 **Safety Plan:** Mr. Delgado informed Board members that he has staff working on the school safety plan. The document is required to be submitted to the state. In addition, local procedures are being updated and will be distributed throughout the district.

4.2 **Board Work Session – Set Date:** A date of September 5th - 5:00 pm, was set for the Superintendent/School Board Work Session. Focus of the session will be *Strategic Planning*.

V. New Business Approvals:

5.1 * **Approval of Out of State Travel for Chastity Gordo & IEC Members to JOM Conference in Flagstaff, Arizona on September 19-21, 2017:** Chastity Gordo, Federal Programs Administrative Assistant, informed the Board that if approved, IEC members attending the JOM Conference will be President Tina Chavez, Secretary Cecilia Chavez, and member Ervina Trujillo. She stated that a school vehicle would be utilized for the trip. Taylor Pinto reminded her that members are subject to the same policies and procedures of the District regarding reimbursement of mileage. Dianna Maestas asked if there were any more comments or questions regarding the request. There were no questions so Ms. Maestas called for a motion to approve. Vivian Keetso made a motion to approve and Carl Stern seconded the motion. All aye – the motion carried.

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5.2 * Approval of Finance Items:

a. Board Report (for informational purposes only)

Business Manager, Rhiannon Chavez submitted the following finance items for approval.

b. * Budget Adjustment Requests:

<u>Fund Name</u>	<u>Fund Code</u>	<u>Doc ID</u>	<u>Budget Amount</u>
Operational	11000	062.000.1718.0002.M	\$ 00.00
Operational	11000	062.000.1718.0003.M	\$ 00.00
Operational	11000	062.000.1718.0004.T	\$ 00.00
Total Inst. Materials Sub-Fund	14000	062.000.1718.0005.I	\$ 4,013.00
Total Inst. Materials Sub-Fund	14000	062.000.1718.0006.I	\$ 4,013.00
Teacher/Principal Trng & Recru	24154	062.000.1718.0007.IB	\$ 59,070.00
Johnson O'Malley	25131	062.000.1718.0008.I	\$ 27,304.00

Budget Impact \$ (94,400.00)

c. * Vouchers:

d. * Cash Transfers

Dianna Maestas asked if there were any questions, regarding the BARs, vouchers, and cash transfers as presented for approval. There were no questions so Ms. Maestas called for a motion to approve items b-d. Elizabeth Martin made a motion to approve and Vivian Keetso seconded the motion. All aye – the motion carried.

5.3 * Approval of Jemez Mountain Electric Cooperative Resolution: A Certificate of Authority and Resolution from Jemez Mountain Electric Cooperative was presented to the Board for approval. Voting authority at meetings of Jemez Electric Coop meetings will go to the Superintendent. Dianna Maestas inquired if there were any questions regarding the resolution. There was none 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.

5.4 * Approval of NMSBA Policy Advisories dated July 25, 2017 – 1st Reading:

#139 – GBK-R Staff Grievances

#140 – JLI Student Safety, JLI-RA Student Safety (Limitations on Restraint & Seclusion), JLI-RB Student Safety (Restraint & Seclusion Notice & Review), JLI-EA Student Safety (Restraint & Seclusion Documentation), JLI-EB Student Safety (Fifteen Principles of Restraint & Seclusion) – 1st Reading:

Dianna Maestas asked if there were any questions or discussion. There was none at this time so Ms. Maestas stated the advisories would be placed on the regular meeting agenda on September 20th for second reading.

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VI. Unfinished Business

6.1 * Approval of Policy Advisories dated June 9, 2017 – 3rd Reading:

- #128 – CM School District Annual Accountability Report
- #129 – DIE-R Audits/Financial Monitoring
- #130 – ECAC Vandalism
- #131 - EEAA Walkers & Riders
- #132 – EFC Free & Reduced-Price Food Services
- #133 – EFDA Collection of Money/Food Tickets
- #134 – IKF Graduation Requirements
- #135 – JFABD-EA Admission of Homeless Students
- #136 – JGC Assignment of At-Risk Students to Classes & Programs
- #137 – JJIB Interscholastic Sports
- #138 – KF, KF-EC Community Use of School Facilities

Dianna Maestas asked for comments and questions regarding policy advisories 128-138. There was none so Ms. Maestas called for a motion to approve. Taylor Pinto made a motion to approve and Vivian Keetso seconded the motion. All aye – motion carried.

VII. Closing

7.1 Next Regular Meeting: September 20, 2017, CISD Boardroom, 6:00 pm: Dianna Maestas reminded the Board of the next regular board meeting on Wednesday, September 20th at 6:00 pm at the CISD Board Room.

7.2 * Adjournment: Dianna Maestas called for a motion to adjourn the meeting. Taylor Pinto made a motion to adjourn and Elizabeth Martin seconded the motion. All aye - the motion carried. The meeting was adjourned at 7:39 pm.

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ATTEST

Vivian Keetso, Secretary

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