

# 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, Interim 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 September 16, 2015

6:00 PM

Counselor Chapter House

### I. Introduction

1.1 **Call to Order:** A delay was encountered when the Board arrived at Counselor Chapter House at approximately 5:45 pm. Even though arrangements for the meeting had been made previously with Chapter officials the facility was locked. An attempt was made to locate personnel but was unsuccessful. As a result of the proximity of the Lybrook Elementary School, the Jemez Mountain School District Superintendent was contacted for permission to utilize the facility for the meeting rather than reschedule. CISD School Board Secretary, Vivian Keetso, who works for the Jemez Mountain District was given permission to open the facility for this purpose. Signs were posted on the doors of the Chapter House, informing late arriving meeting attendees of the new location.

President, Dianna Maestas called the meeting to order at 6:26 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 posted. Pamela Cayaditto made a motion to approve the agenda and Carl Stern seconded the motion. All aye, the motion carried.

1.5 **\*Approval of Minutes from Regular Board Meeting on August 19, 2015:** Dianna Maestas asked if there were any questions or comments regarding the minutes from the regular Board meeting on August 19, 2015. There were no questions so Ms. Maestas called for a motion to approve the minutes as read. Carl Stern made a motion to approve and Vivian Keetso seconded the motion. All aye, the motion carried.

At this time in the meeting Dianna Maestas thanked all who gave support to her family as a result of the loss of her granddaughter, Chantal Cordova.

### II. Superintendent's Report:

Interim Superintendent, Tony Archuleta informed the Board of his activities and meetings since the last report on August 19<sup>th</sup>. Mr. Archuleta also introduced Jodene Nerva-Chee, a liaison at the High School, Lucia Craig, coming to the district from *New Day Youth & Family Services*, as a high school counselor. Mr. Archuleta also informed the Board that Ms. Chastity Gordo has been moved from the position of educational assistant at the Middle School to the position of administrative assistant to Yoli Medrano, Grants Manager.

Mr. Archuleta introduced Sarah Blackwell, CYFD County Office Manager. Ms. Blackwell spoke about the need of community collaboration in working with the District students and also the need for foster parent homes within the District. Tony Archuleta informed Ms. Blackwell that he would plan a forum for questions and answers and to acquire additional information.

**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](mailto:rchavez@cuba.k12.nm.us). For concerns at the school level, contact Shirley Hurford, Elementary – Ext. 403 or [shurford@cuba.k12.nm.us](mailto:shurford@cuba.k12.nm.us), Lynn Vasquez, Middle School – Ext. 302 or [lvasquez@cuba.k12.nm.us](mailto:lvasquez@cuba.k12.nm.us), or Arsenio Jacquez, High School – Ext. 202 or [ajacquez@cuba.k12.nm.us](mailto:ajacquez@cuba.k12.nm.us)*

# CUBA INDEPENDENT SCHOOL DISTRICT

## BOARD OF EDUCATION

DIANNA MAESTAS, President  
 PAMELA CAYADITTO, Vice President  
 VIVIAN KEE ISO, Secretary  
 TAYLOR PINTO, Member  
 CARL STERN, Member



## ADMINISTRATION

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

**2.1 Shirley Hurford, Elementary Principal:** Elementary Principal, Shirley Hurford submitted her report to the Board. It included information on enrollment, testing, positive behavioral intervention strategies, professional development plans for Elementary staff, and the Elementary grading policy.

Mr. Warlance Chee, Elementary Navajo Language teacher reported to the Board on his out of state trips to Window Rock, Arizona and Flagstaff, Arizona.

**2.2 Strategic Planning – Dr. Carl Stern:** Dr. Carl Stern gave a presentation to the Board entitled *Building Foundations for Success*. As part of a 5-year plan, his proposal includes a second or satellite campus, centrally located among the Eastern Navajo communities.

Mr. Archuleta gave the Board an information handout with proposed procedures and forms to be utilized for leave bank donations. The policy was approved by the Board on August 19<sup>th</sup>. He requested input from the Board because it will be on the agenda for the October 21<sup>st</sup> regular meeting.

### III. New Business Approvals:

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

a. Ms. Chavez submitted the following BARs for approval:

Fund Code	Fund Name	BAR Number	Amount
11000	Operational	062.000.1516.0002.T	\$ 0.00
11000	Operational	062.000.1516.0003.T	\$ 0.00
11000	Operational	062.000.1516.0004.M	\$ 0.00
24101	Title I	062.000.1516.0005.T	\$ 0.00
24101	Title I	062.000.1516.0006.M	\$ 0.00
24106	Entitlement IDEA-B	062.000.1516.0007.M	\$ 0.00
24154	Teacher/Principal Trng Recruiting	062.000.1516.0008.M	\$ 0.00
27103	2009 Dual Credit Instr. Materials	062.000.1516.0009.IB	\$ 2,366.00
27150	Indian Education Act	062.000.1516.0010.IB	\$ 25,000.00
28145	DWI NM Local Grant Fund	062.000.1516.0011.I	\$ 10,000.00
31100	Bond Building	062.000.1516.0012.I	\$ 696,730.00
29107	City/County Grants	062.000.1516.0013.I	\$ 3,854.00
24162	Title I Improvement	062.000.1516.0014.IB	\$ 26,052.00

<b>BUDGET IMPACT</b>	<b>\$ 764,002.00</b>
----------------------	----------------------

**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](mailto:rchavez@cuba.k12.nm.us). For concerns at the school level, contact Shirley Hurford, Elementary – Ext. 403 or [shurford@cuba.k12.nm.us](mailto:shurford@cuba.k12.nm.us), Lynn Vasquez, Middle School – Ext. 302 or [lvasquez@cuba.k12.nm.us](mailto:lvasquez@cuba.k12.nm.us), or Arsenio Jacquez, High School – Ext. 202 or [ajacquez@cuba.k12.nm.us](mailto:ajacquez@cuba.k12.nm.us)*

# CUBA INDEPENDENT SCHOOL DISTRICT

## BOARD OF EDUCATION

DIANNA MAESTAS, President  
PAMELA CAYADELLO, Vice-President  
VIVIAN KEETSO, Secretary  
TAYLOR PINTO, Member  
CARL STERN, Member



## ADMINISTRATION

TONY ARCHULETA, Interim Superintendent  
YOLI MEDRANO, Grants Coordinator  
RHANNON CHAVEZ, Finance Director  
ARSENIO JACQUEZ, High School Principal  
LYNN VASQUEZ, Mid School Principal  
SHIRLEY HURFORD, Elementary Principal

b. Cash Transfers: Ms. Chavez submitted the following Cash Transfer for approval:

<u>From Fund No.</u>	<u>To Fund No.</u>	<u>Amount</u>
11000	24101	\$ 285,544.38
11000	24106	\$ 61,911.19
11000	24153	\$ 13,701.77
11000	24154	\$ 4,897.42
11000	24183	\$ 11,982.48
11000	27114	\$ 11,056.59
11000	27149	\$ 20,407.94
11000	27150	\$ 7,633.72
11000	27181	\$ 151.82
11000	28133	\$ 17,798.50
11000	29102	\$ 1,935.40

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

d. Capital Assets – Ms. Chavez presented the Board with a monthly Capital Assets Report.

Dianna Maestas asked Ms. Chavez if a budget committee meeting is planned in the near future. Ms. Chavez stated that a meeting will be scheduled after the end of the quarter. Ms. Maestas reminded Ms. Chavez that a Board member will have to take Christine Montoya's place on the committee.

Dianna Maestas asked the Board if there were any questions regarding finance items submitted for approval. There were no questions so Ms. Maestas called for a motion to approve as presented. Carl Stern made a motion to approve and Vivian Keetso seconded the motion. All aye – the motion carried.

3.2 \* **NMSBA Policy Advisory 116 & 117 – Professional & Support Staff Certification & Credentialing Requirements – 1<sup>st</sup> Reading**: Dianna Maestas urged Board members to read the policy advisory and it will be placed on the October 21, 2015 regular meeting agenda for possible approval.

3.3 \* **Approval of Request for Fundraiser**:

- Cuba Football, G. Dominguez: Fan Cloth, 9/15-10/15/15
- Culinary Arts/ProStart, F. Ramos: Christmas Tamale Sale, 12/16-18/15
- Culinary Arts/ProStart, F. Ramos: Thanksgiving Pie Sale, 11/23-24/15
- Culinary Arts/ProStart, F. Ramos: Halloween Bake Sale, 10/3
- HS Student Senate, E. Tyler: St. Patrick's Day Bake Sale, 3/17/16
- HS Student Senate, E. Tyler: Sweetheart Week Bake Sale, Photo Booth, 2/8-12/16
- HS Student Senate, E. Tyler: Services Auction, 1/22/16
- HS Student Senate, E. Tyler: Popcorn Day/Sales, 1/19/16

**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](mailto:rchavez@cuba.k12.nm.us). For concerns at the school level, contact Shirley Hurford, Elementary – Ext. 403 or [shurford@cuba.k12.nm.us](mailto:shurford@cuba.k12.nm.us), Lynn Vasquez, Middle School – Ext. 302 or [lvasquez@cuba.k12.nm.us](mailto:lvasquez@cuba.k12.nm.us), or Arsenio Jacquez, High School – Ext. 202 or [ajacquez@cuba.k12.nm.us](mailto:ajacquez@cuba.k12.nm.us)*

# 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, Interim Superintendent  
YOLLI MILDORANO, Grants Coordinator  
RHIANNON CHAVEZ, Finance Director  
ARSENIO JACQUEZ, High School Principal  
LYNN VASQUEZ, Mid School Principal  
SHIRLEY HURFORD, Elementary Principal

- i. HS Student Senate, E. Tyler: Bake Sales, 9/16-End of School
- j. HS Student Senate, E. Tyler: Fall Festival, 10/30/15
- k. HS Student Senate, E. Tyler: Homecoming Dance Ticket Sales, 10/3/15
- l. HS Student Senate, E. Tyler: Prom Ticket Sales & Photo Booth, 4/30/16
- m. Cheerleaders, H. Lucero: Discount Peeler Cards 9/2015-5/2016

Dianna Maestas called for questions regarding request for fundraisers. There were no questions so she called for a motion to approve items 3.3 a through m. Pamela Cayaditto made a motion to approve and Carl Stern seconded the motion. All – aye, the motion carried.

IV. **Public Comment:** There was no public comment for this meeting.

V. **Executive Session:** Pursuant to Section 10-15-1 (H)(2) NMSA 1978, the Board will meet in executive session for: Limited Personnel Matters – Staff Issue: Dianna Maestas called for a motion to go into executive session to discuss limited personnel matters, specifically a staff issue. Carl Stern made a motion to go into executive session and Taylor Pinto seconded the motion. All aye – the motion carried. Vivian Keetso took roll call – Pamela Cayaditto – present, Vivian Keetso – present, Taylor Pinto – present, Carl Stern – present, Dianna Maestas - absent. The Board went into executive session at 7:35 pm.

At 8:16 Dianna Maestas called for a motion to return from executive session. Pamela Cayaditto made a 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. Closing

8.1 **Next Regular Board Meeting – October 21, 2015, CISD Board Room:** Ms. Maestas reminded the Board of the next regular board meeting on October 21, 2015, CISD Board Room.

8.2 \* 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 8:17 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](mailto:rchavez@cuba.k12.nm.us). For concerns at the school level, contact Shirley Hurford, Elementary – Ext. 403 or [shurford@cuba.k12.nm.us](mailto:shurford@cuba.k12.nm.us); Lynn Vasquez, Middle School – Ext. 302 or [lvasquez@cuba.k12.nm.us](mailto:lvasquez@cuba.k12.nm.us); or Arsenio Jacquez, High School – Ext. 202 or [ajacquez@cuba.k12.nm.us](mailto:ajacquez@cuba.k12.nm.us)