

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
RHIANNON CHAVEZ, Finance Director
ARSENIO JACQUEZ, High School Principal
SHIRLEY HURFORD, Elementary/Mid School Principal

Minutes of Regular School Board Meeting October 18, 2017

6:00 PM

CISD Boardroom

I. Introduction

- 1.1 **Call to Order:** President Dianna Maestas called the meeting to order at 6:01 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. 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 September 20, 2017:** Dianna Maestas asked if there were any questions or comments, regarding meeting minutes from the Regular Meeting on September 20, 2017. Taylor Pinto noted an error on item 7.2 – *Adjournment*. Mr. Pinto was not present at the meeting therefore could not have made a motion to adjourn the meeting. In addition, Vivian Keetso did not second the motion. There were no more questions or comments so Ms. Maestas called for a motion to approve the minutes with the corrections as stated. Taylor Pinto made a motion to approve and Elizabeth Martin seconded the motion. All aye – the motion carried.

II. Presentations

2.1 **Early Warning System – Archie Jacquez:** High School Principal, Archie Jacquez gave an overview of the *Early Warning System* that is implementation process at the High School. Mr. Jacquez stated that focus for the system will be home visits and working one on one with students and parents. Superintendent Adan Delgado asserted that the interventions are to be customized for each student. Components will be attendance – beginning with 3-day absences rather than the customary 10-day, discipline, and grades. This is where sufficient data is very important in allowing administration and staff to spot patterns. Carl Stern noted that this presents an opportunity to rebuild parent/student/family/school relationships. Mr. Jacquez acknowledged that it would also allow enhanced decisions regarding students.

III. Superintendent Report:

Mr. Delgado gave program updates:

Vacancies: The Spanish Bilingual teacher for middle and high school has resigned. Mr. Delgado informed the Board that it is likely there will be no replacement in the near future because of the worsening teacher shortage in New Mexico and the U.S.

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A Special Education teacher position has not been filled. In addition, a position for *Data Specialist* is being considered to assist instructional practices and decisions. Data information is also an important component of IEPs.

New Staff: New staff in the District include DesiRae Arellano, Administrative Assistant to the Superintendent and School Board; Chelsea Peña, MS Custodian; and Corina Arellano, HS Custodian.

School Climate: Mr. Delgado also stated that he has observed a need to improve collaboration and healthy dialogue within the District. He will seek training to assist in addressing this challenge.

Program Update:

Regarding **Special Education**, the District was informed by NMPED that it will be billed approximately \$20,000.00 for *Maintenance of Effort* (MOE) spending. One reason this may occur is dropping enrollment. State Superintendents have requested additional clarification of the methods used to calculate the charges. The District would have up to two years to pay the fee, which would then be paid to the US Department of Education by NMPED.

Custodial/Maintenance: The Superintendent continues to receive favorable feedback regarding changes to custodial/maintenance personnel. Procedures and supply orders are being evaluated with a goal to establish use of a single vendor to minimize over-ordering of products, efficient use of products, and for adequate training. SchoolDude implementation will enhance this area as well as others.

Cuba High School Update: Mr. Delgado has discovered that *Class Ranking Salutatorian/Valedictorian* language in the High School Handbook does not agree with Board Policy. Board Policy will be inserted in the handbook until the handbook can be revised in this area.

Advanced Placement, Credit Recovery, Initial Credit (via Edgenuity), Dual Credit, and Night School/Accelerated Setting programs are now occurring, beginning implementation, or in planning at the high school.

The high school gymnasium renovation project is on schedule and is to be completed by the end of October, with the exception of change orders.

Other activities at the high school include homecoming – which was a great success, and a Blood Drive, sponsored by the HS Honor Society – sponsor Daniel Delgado.

Elementary and Middle School Update:

Computer-based ELA and Math interventions are running in conjunction with live interventions. Access to computers has been a challenge – especially at the middle school. To alleviate this problem, planning for Chromebook rollout is in progress.

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IV. Roadrunner Food Distribution at the Elementary is a success and staff members have been assisting with distribution.

Mr. Delgado recognized 8th grade student, Adrianna Casaus. Her teacher, Ms. Kathleen Lujan says Adrianna is having her story *Lucky Horse* published in the award-winning international magazine *Skipping Stones*. The magazine promotes ecological and cultural diversity. Her story will appear in the winter edition of the magazine and a copy will be in the CMS Library.

A Sandoval County Collaboration meeting took place with several county representatives – including representatives from the prevention programs. School resource officer Deputy Bullhead, as well as Commissioner Eichwald also attended the meeting and will be involved in the District prevention efforts.

AMI Kids Sandoval met with Mr. Delgado to discuss additional use of facilities, services to students, and a possible agreement with Sandoval County for resources to assist incarcerated students at the facility.

Efforts are on track to submit the School Safety Plan to NMPED. Changes in the template and staff turnover have delayed the submission. The goal is to submit by mid-November. An active shooter drill is planned for late November. Cuba Police Department, Sandoval County Sheriff Department, State Police, EMS and Fire Departments will participate.

In preparation for developing the *District Strategic Plan*, REC will be in the District next week to prepare for Focus Group interviews. The Focus Group interviews will take place on November 2, 2017. The groups will include students, parents, community members, and government officials.

The Superintendent continues to attend meetings with Tribal and Governmental Representatives. Mr. Delgado attended and participated in a planning meeting at Torreon Chapter. A Sandoval County meeting has also taken place, as detailed previously. A meeting with Representative Stephanie Garcia-Richards is being planned for a date before the legislative session in January. Meeting invitations have been sent to Ojo Encino and Counselor Chapters and a collaboration meeting is being scheduled with Navajo Nation Representatives regarding ESSA.

3.1 Fundraiser Report: Fundraiser requests received as follows:

<u>Organization</u>	<u>Sponsor/Club</u>	<u>Activity</u>	<u>Date(s)</u>	<u>Purpose</u>
Student Senate	E. Tyler	Homecoming Carnival	10/13/17	Student Activities
Student Senate	E. Tyler	Homecoming Dance	10/14/17	Pay for Prom
Sophomore Class	Chavez, Lynch, Greene	Food Sale	10/03/17	Class Activities
Sophomore Class	Chavez, Lynch	Sale of Baked Goods	9/30/17	Class Activities
Culinary Arts	J. Chavez	Halloween Treat Sale	10/31/17	Purchase Class Supplies
HS Volleyball	M. Toledo, M. Mirabal	Sale Krispy Kreme donuts	9/21-10/31/17	Purchase Team Shirts
Student Senate	E. Tyler	Popcorn Sale	1/19/17	Pay for Prom
Student Senate	E. Tyler	Silent Auction	12/20/17	Student Activities
Student Senate	E. Tyler	Food Sale	10/26/17	Student Activities
Music	E. Tyler	Winter Concert	12/20/17	Music Items/supplies
Sophomore Class	Greene, Lynch, Chavez	Haunted House	10/31/17	Class Activities

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Cheerleaders	H. Lucero	Cookbook Sales	10/9/17-3/30/18	Travel Expenses
Cheerleaders	H. Lucero	Cheer Camp	10/9/17-3/30/18	Uniforms/Competitions
Cheerleaders	H. Lucero	Float-N-Flicks	10/9/17-3/30/18	Mats/Shirts/Bags
Cheerleaders	H. Lucero	Sale of Ram Items	10/9/17-3/30/18	Equipment/Events
Culinary Arts	J. Chavez	Pumpkin Pie Sale	11/1-11/23/17	Supplies for Class

Public Comment: None

V. Discussion Items:

4.1 Board of Education Report – NIEA Conference in Orlando, FL.: Carl Stern gave a power point presentation of information on the National Indian Education Conference in Orlando, Florida. All CISD School Board members attended the conference on October 3-7, 2017. All agreed the conference was a great learning experience.

VI. New Business Approvals:

5.1 * Request for Out of State Travel - College Station, TX, Dec. 11-14, 2017, Mariah Johnson: High School FFA teacher Mariah Johnson gave information to Board members regarding the out of state trip to College Station, Texas on December 11-14, 2017. The NM State FFA Chapter will pay for all of Mrs. Johnson's expenses. Mariah will be trained to utilize the online FFA system and will be obligated to train other teachers in District I.

Dianna asked if there were any questions regarding the request for out of state travel. There was none so Ms. Maestas called for a motion to approve the trip. Taylor Pinto made a motion to approve and Vivian Keetso seconded the motion. All aye – the motion carried.

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>
Title I	24101	062.000.1718.0018.M	\$ 00.00
IDEA-B	31100	062.000.1718.0019.M	\$ 00.00
Johnson O'Malley	25131	062.000.1718.0020.M	\$ 00.00
G/O Bond Student Library	27107	062.000.1718.0021.IB	\$ 8,119.00
College Advisor Initiative	27189	062.000.1718.0022.IB	\$ 39,808.00
DWI NM Local Grant Fund	28145	062.000.1718.0023.I	\$ 511.00
Sandoval County JJ	29102	062.000.1718.0024.D	\$ (7,000.00)

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Budget Impact \$ 41,438.00

c. * Vouchers:

Dianna Maestas asked if there were any questions regarding items 5.2, items a-c. There were no questions so Ms. Maestas call for a motion to approve items a-c. Vivian Keetso made a motion to approve and Carl Stern seconded the motion. All aye – the motion carried.

d. *Approval of District Designee Signatory Form: Mr. Delgado explained to the Board that the designee signatory form is to establish a direct contact within the District for PSFA to implement MOUs, joint powers agreements, and contracts.

Dianna Maestas asked if there were any questions regarding the signatory form. There were no questions so she called for a motion to approve Superintendent Delgado as designee. Carl Stern made a motion to approve and Vivian Keetso seconded the motion. All aye – motion carried.

e. *Approval of Application for Developing and Updating Five-Year Facilities Master Plan (FMP) Grant:

Dianna Maestas asked Business Manager, Rhiannon Chavez if there were items on the Facility Master Plan from the previous five-year plan that had not been completed. Mrs. Chavez stated that only small items were yet to be completed, in addition to change orders on the high school gym.

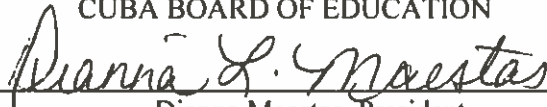
Dianna Maestas asked if there were any more questions, regarding the application for developing and updating the five-year Facilities Master Plan Grant. There were no questions so Ms. Maestas called for a motion to approve. Vivian Keetso made a motion to approve and Elizabeth Martin seconded the motion. All aye – the motion carried.

VII. Closing

6.1 Next Regular Meeting: November 15, 2017, CISD Boardroom, 6:00 pm: Dianna Maestas reminded the Board of the next regular board meeting on Wednesday, November 15, at 6:00 pm at the CISD Board Room.

6.2 * 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 8:02 pm.

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Vivian Keetso, Secretary

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