

# 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, Middle School Principal  
SHIRLEY HURFORD, Elementary Principal

## Minutes of Regular School Board Meeting August 19, 2015

5:30 PM

CISD Board Room

### I. Introduction

- 1.1 **Call to Order:** Vice President, Pamela Cayaditto called the meeting to order at 5:32 pm.
- 1.2 **Pledge of Allegiance:** Pamela Cayaditto asked Superintendent Archuleta to lead the Pledge of Allegiance.
- 1.3 **Roll Call:** Board Secretary Vivian Keetso took roll call. Dianna Maestas – Absent. Pamela Cayaditto – Present. Vivian Keetso – Present. Taylor Pinto – Absent – arrived at 5:42 pm. Carl Stern – Present.
- 1.4 **\*Approval of Agenda:** Pamela Cayaditto called for a motion to approve the agenda as posted. Carl Stern made a motion to approve the agenda and Vivian Keetso seconded the motion. All aye, the motion carried.
- 1.5 **\*Approval of Minutes from Regular Board Meeting on July 15, 2015 and Special Board Meeting, July 31, 2015:** Pamela Cayaditto asked if there were any questions or comments regarding the minutes from the regular Board meeting on July 15<sup>th</sup> and special meeting on July 31<sup>st</sup>. There were no questions so Mrs. Cayaditto 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 Superintendent Tony Archuleta requested a moment of silence in honor of Dianna Maestas and family at the loss of her granddaughter, Chantal Cordova.

### II. Recognition

Gary Hoodless, Mid-School Science Teacher – Dianna Maestas: In the absence of Dianna Maestas, Mr. Archuleta stated that he would like to recognize and remember Gary Hoodless. Mr. Hoodless is remembered by staff, students, & community for his positive contribution to all lives he touched.

### III. Superintendent's Report:

Interim Superintendent, Tony Archuleta informed the Board of his activities and meetings since beginning his position as interim superintendent on August 3<sup>rd</sup>. Carl Stern stated that he is feeling encouraged and hopeful.

Elementary Principal, Shirley Hurford introduced Paula Steele, representing *UNM Family Development Program*. Ms. Steele stated that the program involves early childhood collaborative leadership opportunity. Ms. Hurford informed the Board that she felt it appropriate to present the program at the Board meeting because it is using the school as a start-up program. Mr. Archuleta informed the Board that updates on the program will be included on the agenda as it develops.

Mr. Archuleta submitted a student population report – to date. The report reflected CISD enrollment numbers by site, grade, and ethnicity. He acknowledged Ms. Josephine Velarde for providing this invaluable information. Board members requested the report emailed to them.

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**3.1 Solar Energy Proposal:** Mr. Archuleta informed the Board that he has been contacted by a nonprofit company called *Healthy Futures*. The organization produces solar ovens. They are requesting an in-kind donation of space to build and distribute the ovens within the community. Mr. Archuleta stated that he has discussed this request with High School Principal, Archie Jacquez regarding the possibility of utilizing an unused portable building for this venture.

**3.2 Transportation:** Mr. Archuleta reported to the Board that he met with new transportation supervisor, Larry Cebada and all other transportation staff. Agenda items included student transportation – to and from issues, safety, training, and other items to be addressed as the school year progresses.

**3.3 Administrator Report: High School, Archie Jacquez –** Mr. Jacquez reported to the Board that the year is off to a good start at the high school. He is currently organizing a parent team and is in the process of plans for 40<sup>th</sup> day student incentives. Other events include training in the second phase of the Early Warning System (EWS), Truancy Coach Training. As the result of a grant from Sandoval County, an additional counselor will be available at the high school 5 days a week and the resource officer will be on campus extra hours. Mr. Jacquez also informed the Board that a high school newsletter will be distributed. Mr. Archuleta assured Board members that the newsletter will be emailed to them.

## IV. New Business Approvals:

**4.1 \* Approval of Finance Items:** Business Manager, Rhiannon Chavez welcomed Interim Superintendent, Tony Archuleta. Ms. Chavez informed the Board that the finance items included in Board packets contains July information as well as August. She stated that she is submitting more detailed voucher reports, containing a description of what each check listed was issued for - for the Board's information. Also included in the finance items, Ms. Chavez submitted a *Fixed Assets Disposal List*. The list contains outdated computers from the District. If approved by the Board, the list then goes to the state auditor for approval. Carl Stern asked if the units could be given to parents for student use. Ms. Chavez stated that the computers would have to be disposed of in the form of an auction but the bids could be started at a nominal price. Carl Stern volunteered to investigate the possibility of acquiring some of the laptop units to assist students within the District. Mr. Archuleta said he would help Dr. Stern with this project.

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

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

<u>Fund Code</u>	<u>Fund Name</u>	<u>BAR Number</u>	<u>Amount</u>
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

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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
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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	Pre-K 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
25184	Indian Ed Formula Grant	062.000.1415.0084.M	\$	00.00
11000	Operational	062.000.1415.0085.M	\$	00.00

**BUDGET IMPACT \$ 00.00**

### 2015-2016 Initial Budget BARs

Fund Code	Fund Name	BAR Number	Amount
24101	Title I (Part D)	062.000.1516.0001.1	\$ 6,740.00

**BUDGET IMPACT \$ 6,740.00**

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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 – Approval of Fixed Assets Disposal List: A list of was presented to the Board.

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

4.2 \* **Approval of CISD Open Meetings Resolution 2015-2016:** Pamela Cayaditto asked for questions regarding the *CISD Open Meetings Resolution 2015-2016*. She then called for a motion to approve. Carl Stern made a motion to approve the resolution and Vivian Keetso seconded the motion. All aye – the motion carried.

4.3 \* **Approval of Memorandum of Agreement with PMS for School Based Health Center:** Mrs. Teresa Woodfill summarized services provided by PMS through the School Based Health Center and answered questions from the Board regarding the services. She informed the Board that in addition to services provided in previous years, PMS is adding dental services. Carl Stern asked if PMS is considered a sole source provider of services. Ms. Woodfill stated that other entities could offer services. However, with PMS being in the community it enables them a unique capability to the MOA. Pamela Cayaditto called for additional questions. There were no more questions so she called for a motion to approve the MOA. Carl Stern made a motion to approve the MOA and Vivian Keetso seconded the motion. All – aye, the motion carried.

4.4 \* **Approval of Out of State Travel to Window Rock, AZ. – Warlance Chee:** Elementary Principal, Shirley Hurford gave details of the requested trip. She stated that Mr. Chee would like to take students to Culture-Fest at the Navajo Fair on September 10<sup>th</sup>. Taylor Pinto observed that this is the second request by Mr. Chee for out of state travel and the Board has requested all staff who travel out of state report to the Board upon returning, at the next regular meeting. Ms. Hurford stated that she will arrange for Mr. Chee to accommodate the Board regarding this request. Carl Stern made a motion to approve and Vivian Keetso seconded the motion. All aye – the motion carried.

4.5 \* **Approval of Request for Fundraiser, H. Lucero, Cheerleaders – Cookbook Sales:**

4.6 \* **Approval of Request for Fundraiser, M. Mirabal, MS Volleyball – Beef Jerky Sales:**

4.7 \* **Approval of Request for Fundraiser, M. Mirabal, MS Volleyball – T-Shirt Sales:**

4.8 \* **Approval of Request for Fundraiser, F. Ramos, Culinary Arts – Food Sales:**

Pamela Cayaditto asked if there were questions regarding the fundraiser requests. There were no questions. She then called for a motion to approve. Taylor Pinto made a motion to approve item 4.5 through 4.8. Vivian Keetso seconded the motion. All aye – the motion carried.

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## V. Unfinished Business

5.1 \* **Approval of NMSBA Policy Advisory 115 GCCG, Professional/Support Staff Voluntary Transfer of Accrued Annual & Sick Leave:** Pamela Cayaditto asked for questions regarding the proposed leave donation policy. Taylor Pinto asked if there is a willingness of staff to make leave donations. Rhiannon Chavez said most staff she spoke with expressed an interest to donate but requested that procedures be in place to prevent abuse of leave. Mr. Pinto requested transparency in the procedures, also. Tony Archuleta stated that the procedures should include adequate specificity in order to avoid abuse. Carl Stern suggested approval of the policy but to revisit procedures in 3-6 months in case there is a need for revision. Pamela Cayaditto called for a motion to approve NMSBA Policy Advisory 115, GCCG. Carl Stern made a motion to approve and Vivian Keetso seconded the motion. All aye – the motion carried.

## VI. Public Comment:

**Marcellino Crespin:** Mr. Crespin congratulated Carl Stern on his win in the February 2015 Board election. Mr. Crespin stated that even though he is employed in a different school district, he considers CISD as home. He informed the Board that he has been hearing good things about the District. He indicated that he had worked previously with Tony Archuleta and encouraged the Board not to lose a qualified superintendent such as this.

**Sam Smelser:** Sam Smelser spoke to the Board and expressed appreciation for Mr. Archuleta's ability to run the District with dignity and respect. As a District substitute teacher, Mr. Smelser stated he has observed energy and excitement of staff and students to be extremely high in anticipation of the coming school year. He also said he would like to see changes take place such as increasing the required GPA for athletes from 2.0 to 2.5.

**Veronica Jackson-Sandoval:** Veronica Jackson-Sandoval, District IEC Committee Secretary stated she is pleased with improved communications with the District. She met with Interim Superintendent, Tony Archuleta and Grants Coordinator, Yoli Medrano prior to the Tri-Chapter Meeting. She was pleased with the conversation and planning. She informed the Board that there will be a meeting regarding roads and transportation, with three counties represented, as well as the Department of Transportation, Sandoval County and the BIA. Ms. Jackson also informed the Board that IEC Meetings will take place on the second Tuesday of each month. There will also be another Tri-Chapter Meeting on September 10<sup>th</sup>.

**Bill Huyssoon – YCC & REC:** Bill Huyssoon gave the Board a summary of projects – including ditch and trail improvements by the YCC during the summer. He also stated that the REC is currently building curriculum which includes pride in culture and community. He invited Board members to visit the school and stated that High School Principal, Archie Jacquez is doing a good job. He also requested that the Board consider hiring Tony Archuleta as District Superintendent.

**Heather Lucero:** Cheerleader Sponsor, Heather Lucero updated the Board on her fundraising efforts for the Cheerleaders proposed trip to California in December.

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At this point in the meeting Pamela Cayaditto called for a motion to take a short recess. Taylor Pinto made a motion to break and Carl Stern seconded the motion. All aye – the motion carried. The meeting recessed at 7:08 pm.

At 7:28 pm, Pamela Cayaditto called for a motion to return from break. Carl Stern made a motion and Taylor Pinto seconded the motion. All aye – the motion carried.

**VII. Executive Session:** Pursuant to Section 10-15-1 (H)(2) NMSA 1978, the Board will meet in executive session for: Limited Personnel Matters – Superintendent Applications: Pamela Cayaditto called for a motion to go into executive session to discuss limited personnel matters, specifically Superintendent Applications. 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 7:31 pm.

At 8:09 Pamela Cayaditto called for a motion to return from executive session. Carl Stern made a motion and Taylor Pinto seconded the motion. All Aye – motion carried. Vivian Keetso took roll call. Dianna Maestas – absent, Pamela Cayaditto – present, Vivian Keetso – present, Taylor Pinto – present, Carl Stern – present.

## VIII. Closing

8.1 Next Regular Board Meeting – August 19, 2015, CISD Board Room: Mrs. Cayaditto reminded the Board of the next regular board meeting on September 16, 2015 at the Counselor Chapter House.

8.2 \* Adjournment: Pamela Cayaditto 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 8:10 pm.

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Pamela Cayaditto, Vice President

ATTEST

  
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