

# 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  
RAMONA LYON, Federal Programs Director  
RHANNON CHAVEZ, Finance Director  
AL MADERA, High School Principal  
LYNN VASQUEZ, Mid School Principal  
SHIRLEY HURFORD, Elementary Principal

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## Minutes of Regular School Board Meeting March 18, 2015

5:30 PM

Cuba High School Cafeteria

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### I. Introduction:

- 1.1 **Call to Order:** Vice President Pamela Cayaditto called the meeting to order at 5:34 pm.
- 1.2 **Pledge of Allegiance:** Vice President Pamela Cayaditto led the Pledge of Allegiance.
- 1.3 **Roll Call:** Secretary Vivian Keetso took roll call. Vice President Pamela Cayaditto – Present. Secretary Vivian Keetso – Present. Member Taylor Pinto – Present. Member Dianna Maestas – Present, Member Carl Stern - Present.
- 1.4 **Recognition – National Board Certified Teachers – Helen Garrett, Christina Jewell, Theresa Linney:** Superintendent Hartom presented Helen, Christina, and Theresa with certificates of achievement in recognition of their status of National Board Certification.  
**New Middle School Staff:** Mr. Hartom introduced Ms. Lana Wimberly, new Middle School Science teacher.  
**Science Fair, D. Delgado – MS & HS Students:** Mr. Hartom introduced Mr. Daniel Delgado, Middle School and High School Science teacher. Mr. Delgado recognized CISD Students who participated in the March 20<sup>th</sup> Science Fair at the Middle School Gym. Mr. Delgado stated that there were 65 entries in 8 categories. There were over 150 visitors to the fair, including students, staff, parents, and community members. Students competed at the N.M. Regional Science Fair and 2 CISD Students qualified as alternates at the state science fair at the end of March.  
**Varsity Boys & Girls Basketball:** Mr. Hartom recognized varsity girls and boys basketball players and coaches. Both teams participated in state playoff competition.
- 1.5 **Approval of Agenda:** Pamela Cayaditto called for a motion to approve the agenda. Dianna Maestas made a motion to approve and Taylor Pinto seconded the motion. The motion carried.
- 1.6 **Approval of Minutes – Regular Board Meeting on February 18, 2015 and Special Board Meeting on February 25, 2015:** Pamela Cayaditto called for a motion to approve minutes from the Regular Board meeting on February 18, 2015 and Special Board meeting on February 25, 2015. Vivian Keetso made a motion to approve the minutes for both meetings and Taylor Pinto seconded the motion. The motion carried.

### II. Public Comment:

There was no public comment for this meeting

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## III. Superintendent's Report:

- 3.1 Strategic Planning Process:** Mr. Hartom introduced new school board member, Carl Stern to present a summary of *Strategic Planning with Stakeholder Ownership*. Mr. Stern gave a brief introduction of information presented at the NMSBA Board Institute in Santa Fe on February 21<sup>st</sup>.
- 3.2 AdvancEd Accreditation Readiness:** Mr. Hartom informed the Board that CISD has entered candidacy for District Accreditation for all sites. The target date for outside accreditation visit and review is fall 2016.
- 3.3 National Honor Society Banquet:** Mr. Hartom told the Board that the High School Honor Society has been invited to use the Albuquerque Convention Center, complete with donation of a full banquet for 100 guests. The banquet is to be held on April 8<sup>th</sup>.
- 3.4 Interim Assessment:** Mr. Hartom informed the board about how interim assessments are being used. The tests are created by teachers, utilized quarterly to assess weak areas of student learning to review and re-teach concepts and use instructional leadership and observation for feedback to teachers in order to improve instruction.

At this point in the meeting, Mr. Hartom reported additional information regarding a potential leave bank for the district. He stated that he is still researching the subject and will report on the feasibility as information is acquired.

### 3.5 Administrator Reports:

- a. **Elementary School – Shirley Hurford:** Ms. Hurford reported that elementary has completed the 1<sup>st</sup> part of the PARCC Test. Plans are being made for end of year field trips, Honor Roll trips, and an awards assembly. She also stated that the elementary has completed 4 SATs on each program student during the school year.
- b. **Middle School – Lynn Vasquez:** Not Present
- c. **High School – Al Madera:** Mr. Madera stated that the first round of PARCC Tests are completed at the High School. Juvenile intervention specialist, Deana Howden has been hired via a grant received from Sandoval County - New Day Program. She is working with “at-risk” students.

Mr. Madera informed the Board that plans are in works for next school year which include additional honors classes, higher level math and science classes, psychology, and AP Classes.

- d. **SE – Laura Saucedo:** Ms. Saucedo reported that all annual IEPs have been completed and they are working to complete evaluations and have only 1-2 SATs to complete.

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### IV. New Business Approvals:

**4.1 \*Swearing In of Dianna Maestas:** Judge Jim Eaton performed the swearing in ceremony for re-elected Board member, Dianna Maestas. Re-elected Board member Vivian Keetso and newly elected member Carl Stern were officially sworn into office at the NMSBA Board Institute in Santa Fe, February 20-21<sup>st</sup>.

**4.2 \*Re-Organization of School Board:** Pamela Cayaditto called for nominations for president of the Board. Taylor Pinto nominated Dianna Maestas. The nomination was seconded by Carl Stern. There were no other nominations for president. Dianna Maestas accepted the nomination. Ms. Cayaditto called for a vote. Vivian Keetso – aye, Taylor Pinto – aye, Pamela Cayaditto – aye, Carl Stern – aye, Dianna Maestas – aye.

Pamela Cayaditto called for nominations for Vice President. Dianna Maestas nominated Taylor Pinto. Carl Stern seconded the nomination. Mr. Pinto accepted the nomination. Ms. Cayaditto asked if there were any more nominations. Carl Stern nominated Pamela Cayaditto. Vivian Keetso seconded the nomination. Ms. Cayaditto accepted the nomination. Ms. Cayaditto then called for a vote for the 2 nominees. The vote was as follows: Carl Stern, Vivian Keetso, and Pamela Cayaditto voted for Pamela Cayaditto. Taylor Pinto and Dianna Maestas voted for Taylor Pinto. Pamela Cayaditto retained the position of Board Vice President.

Ms. Cayaditto called for nominations for secretary of the Board. Dianna Maestas nominated Vivian Keetso. The nomination was seconded by Taylor Pinto. There were no more nominations so Ms. Cayaditto declared the nominations closed. Vivian Keetso accepted the nomination. Pamela Cayaditto then called for a vote. Vivian Keetso – aye, Taylor Pinto – aye, Pamela Cayaditto – aye, Carl Stern – aye, Dianna Maestas – aye. Vivian Keetso retained the position of Board Secretary.

**4.3 \*Approval of Out of State Travel – H. Lucero & Cheerleaders to Holiday Bowl, San Diego, CA., Dec. 2015:** Cheerleader Coach, Heather Lucero answered questions asked by the Board regarding liability insurance covering out of state travel, mode of transportation, and estimated costs. Ms. Lucero assured the Board that she would have a timeline for fundraising and would keep the superintendent informed of the progress. Pamela Cayaditto called for a motion to approve out of state travel for cheerleaders and sponsor. Dianna Maestas made a motion to approve and Carl Stern seconded the motion. The motion carried.

**4.4 \* Approval of Out of State Travel – CHS Culinary Art ProStart Program Competition, Calif., April 18, 2015:** Pamela Cayaditto asked for questions or comments on Ms. Ramos and culinary arts request for out of state travel. Carl Stern stated that he is in favor of the trip so that students have the chance to compete. Ms. Ramos was not present to answer questions regarding the trip. Pamela Cayaditto called for a motion to approve. Carl Stern made a motion to approve, on condition that liability issues are met and fundraising deadlines are discussed with administration. Dianna Maestas seconded the motion. The motion carried.

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## 4.5 \* Approval of Finance Items:

- a. BARs
- b. Cash Transfers
- c. Vouchers

Mrs. Rhiannon Chavez presented the following BARs for approval:

Fund Code	Fund Name	BAR Number	Amount
11000	Operational	062.000.1415.0025.D	\$ (105,937.54)
21000	Food Service	062.000.1415.0026.I	\$ 206,369.36
26207	CNM Foundation	062.000.1415.0027.I	\$ 750.00
28133	Youth Conservation Corp.	062.000.1415.0028.IB	\$ 78,601.30
29102	Private Direct Grants	062.000.1415.0029.I	\$ 25,000.00
29107	City/County Grants	062.000.1415.0030.I	\$ 10,000.00
31100	Bond Building	062.000.1415.0017.I	\$ 1,117,485.66
31400	Special Capital Outlay State	062.000.1415.0031.IB	\$ 5,506.95
31500	Special Capital Outlay Federal	062.000.1415.0032.I	\$ 1,082.00
24154	Teacher/Principal Training	062.000.1415.0037.I	\$ 136,056.33
24101	Title I – IASA	062.000.1415.0038.IB	\$ 25,495.47
31700	Capital Improvements SB-9	062.000.1415.0039.I	\$ 21,559.00
24106	Entitlement IDEA-B	062.000.1415.0033.T	\$ 00.00
24109	Preschool IDEA-B	062.000.1415.0035.T	\$ 00.00
24106	Entitlement IDEA-B	062.000.1415.0036.M	\$ 00.00

**BUDGET IMPACT \$1,338,857.731**

The following Cash Transfers were presented by Rhiannon Chavez:

From Fund	To Fund	Amount
24150	11000	\$ 698.40
24209	11000	\$ 2,165.78
24247	11000	\$ 0.08
25255	11000	\$ 0.04
27121	11000	\$ 1,044.23
27200	11000	\$ 7,573.81
11000	24162	\$ 27,294.27
11000	32100	\$129,557.24

Carl Stern requested a more clear explanation behind financial requests for future meetings and stated that he will get together with the business manager to discuss this. Pamela Cayaditto called for a motion to approve the finance items as presented. Dianna Maestas made a motion to approve and Vivian Keetso seconded the motion. The motion carried.

**4.6 \* NMSBA Student Achievement Award:** Three district nominees were presented for NMSBA Student Achievement Award. The nominees were Frances Sandoval, HS Counselor, Benjamin Chase, HS Senior, and Elisabeth Tyler, CISD Librarian. Dianna Maestas nominated Benjamin Chase. Carl Stern seconded the motion. Ms. Cayaditto asked if there were any more nominations. There were no more nominations so Ms. Cayaditto called for a vote. Pamela Cayaditto – aye, Vivian Cayaditto – aye, Dianna Maestas – aye, Taylor Pinto – aye, Carl Stern – aye. Benjamin Chase received all five votes for the NMSBA Student Achievement Award.

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## 4.7 \* Approval of Fundraisers:

- a. Cuba Middle School Yearbook, C. Gallegos & L. Vasquez
- b. Cuba Middle School, P. Harris, C. Chavez, C. Gallegos – PBIS Cash for Jeans
- c. H. Lucero, Cheerleaders – Movie & Concession
- d. Cheerleaders, H. Lucero – Continued Beef Jerky Sales
- e. Cheerleaders, H. Lucero – Bake Sales
- f. HS Student Senate, E. Tyler & D. Delgado – Dinner catered by El Bruno's - Music
- g. Culinary Arts/ProStart, F. Ramos – Catalog Sales, Misc. Items

Pamela Cayaditto called for a motion to approve all fundraisers as presented - items a-g. Dianna Maestas made a motion to approve and Vivian Keetso seconded the motion. The motion carried.

- V. **Executive Session: Pursuant to Section 10-15-1 (H) (2) NMSA 1978, the Board reserves the right to go into executive session: Superintendent Contract:** Pamela Cayaditto called for a motion to go into executive session to discuss limited personnel issues, specifically the superintendent's goals. Dianna Maestas made a motion to go into executive session and the motion was seconded by Carl Stern. The motion carried. Roll call: President Dianna Maestas – present; Vice President Pamela Cayaditto – Present; Secretary Vivian Keetso – Present; Member Taylor Pinto – Present; Member Carl Stern - Present. Executive session began at 7:57 pm. The Board returned from executive session at 9:35 pm. Ms. Dianna Maestas took over chair of the meeting as newly elected president. She stated that only limited personnel matters had been discussed in executive session. She then called for a motion to return to regular session. Vivian Keetso made a motion and Taylor Pinto seconded the motion. The motion carried. Roll call was taken. President Dianna Maestas – present; Vice President Pamela Cayaditto – Present; Vivian Keetso – Present; Member Taylor Pinto – Present; Member Carl Stern – Present.

## VI. Closing

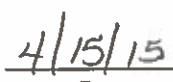
6.1 **Next Regular Board Meeting – April 29, 2015:** Dianna Maestas reminded the Board that the next regular board meeting is scheduled to take place on April 29, 2015 at the Torreon Chapter House, at 6:00 pm.

6.2 **\*Adjournment:** Dianna Maestas called for a motion to adjourn the meeting. Carl Stern made a motion to adjourn and Taylor Pinto seconded the motion. The motion carried. The meeting was adjourned at 9:37 pm.

CUBA BOARD OF EDUCATION

ATTEST

  
Dianna Maestas, Vice President

  
Date

  
Vivian Keetso, Secretary

  
Date

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