

# 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  
VACANT, Federal Programs Director  
RHIANNON CHAVEZ, Finance Director  
AL MADERA, High School Principal  
LYNN VASQUEZ, Mid School Principal  
SHIRLEY HURFORD, Elementary Principal

## Minutes of Regular School Board Meeting May 20, 2015

6:00 PM

Torreon Chapter House

### I. Introduction

- 1.1 Call to Order: President, Dianna Maestas called the meeting to order at 6:02 pm.
- 1.2 Pledge of Allegiance: Dianna Maestas led the Pledge of Allegiance.
- 1.3 Roll Call: Vivian Keetso took a 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. Carl Stern made a motion to approve the agenda and Pamela Cayaditto seconded the motion. All aye, the motion carried.
- 1.5 \*Approval of Minutes from Regular Board Meeting on April 15, 2015 & Special Meeting on April 22, 2015: Dianna Maestas called for a motion to approve minutes from the regular board meeting on April 15, 2015 and the Special Meeting on April 22<sup>nd</sup>. Pamela Cayaditto made a motion to approve and Vivian Keetso seconded the motion. All aye, the motion carried.

### II. Recognition

2.1 Navajo Knowledge Bowl Participants: Superintendent Hartom recognized participants and teacher/chaperones of the CHS team attending the 20<sup>th</sup> Annual Navajo Knowledge Bowl in Shiprock, NM. Students placed 1<sup>st</sup>, 2<sup>nd</sup>, & 3<sup>rd</sup> in various competitions.

### III. Public Comment

**Sam Smelser** – Mr. Smelser spoke to advocate suggest “raising the bar” to enable students to be more competitive once they graduate. He recommended changing increasing GPA requirement from 2.0 to 2.5 for participation in sports and extracurricular activities.

**Donovan Gordo** – Mr. Gordo, CISD IEC Member, spoke again, as at a previous meeting to express safety concerns about student transportation.

**Veronica Sandoval** – Ms. Sandoval who serves as secretary on the CISD Indian Education Committee expressed concern and requested guidance for the IEC Committee as a result of the removal of the Federal Programs Director and restriction of duties of the Federal Programs secretary. She made a request for all stakeholders to work together collaboratively and to improve communication with parents.

**Liz Martin** – Ms. Martin stated that as an employee of Cuba Schools, she feels she has been isolated and receives no direction from her supervisor.

**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 Al Madera, High School – Ext. 202 or [amadera@cuba.k12.nm.us](mailto:amadera@cuba.k12.nm.us).*

# CUBA INDEPENDENT SCHOOL DISTRICT

## BOARD OF EDUCATION

DIANNA MAESTAS, President  
PAMELA CAYADUITO, Vice President  
VIVIAN KEETISO, Secretary  
TAYLOR PINTO, Member  
CARL STERN, Member



## ADMINISTRATION

KIRK HARTOM, Superintendent  
VACANT, Federal Programs Director  
RHIANNON CHAVEZ, Finance Director  
AL MADERA, High School Principal  
LYNN VASQUEZ, Mid School Principal  
SHIRLEY HURFORD, Elementary Principal

**Council Delegate Leonard Tsosie** – Mr. Tsosie requested cultural sensitivity from CISD Staff. He also requested that communication regarding transportation issues and consideration of IEC Committee members and all Indian Education Regulations.

Considering transportation issues, Mr. Tsosie asked the District to examine logistics and home-living situations. He asked that someone be appointed to represent and assist.

## IV. Superintendent's Report

4.1 NM Law & Poverty, Preston Sanchez: Mr. Hartom introduced Mr. Preston Sanchez, representing New Mexico Law & Poverty. He gave a summary on the Inadequacy Lawsuit, in the process of being filed against the state.

4.2 Out of State Travel Policy: Mr. Hartom asked the Board to amend the out of state travel policy which includes travel to conferences and workshops within the state. It is difficult to arrive at an early morning conference on time when departing from Cuba, because of traffic situations. Mr. Hartom also stated that when awaiting Board approval for out of state travel, conferences may be sold out and prices for airline tickets and hotel rooms increase as the travel date approaches.

4.3 Grants Submission/Teacher Incentive Programs: Mr. Hartom informed the Board that all district grants, in addition to several new grants, have been submitted to the state well before the due dates. He presented a list of grants submitted so far. Mr. Hartom also indicated that the state is offering many incentive programs for teachers.

4.4 YCC Update: All student applications submitted on time to Central Office with required paperwork are being processed. Approximately 30 students applied and will be employed. The students will work 6 hours per day, beginning on June 8<sup>th</sup> through July 28<sup>th</sup>. There will be 2 work groups and 2 supervisors.

4.5 Special Education Compliance with Indicator 13: Mr. Hartom informed the Board that CISD is 100% compliant with IEPs and Transition services.

4.6 McKinney Vento Homeless Policy: Mr. Hartom asked the Board to consider adoption of the proposed *McKinney-Vento Homeless Policy*. The policy is for homeless children and youths who lack a fixed, regular, and adequate nighttime residence (within the meaning of section 103(a)(1); and (b).

4.7 Policy - Contracts for Purchases & Services, D-2450, DJ: Mr. Hartom reminded the Board that CISD follows the state procurement code when entering "any" contract for services. He referred to Policy D-2450 for *Contract For Purchases and Services*.

### 4.8 Administrator Reports

a. Elementary School, Shirley Hurford: Ms. Hurford reported that the *Reads-To-Lead* and *Pre-K* Grants have been approved. Next school year, they will be working on an early-childhood study involving retention of students through third grade. Nine students at the elementary are being retained this year. Ms. Hurford also reported that DIBELS testing results are utilized to set focus and goals for next school year. Veronica Sandoval, representing the IEC Committee, asked that the District conduct data training for parents. Dianna Maestas also requested that homework and tutoring assistance information be distributed to parents and guardians at student registration in August.

**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 Al Madera, High School – Ext. 202 or [amadera@cuba.k12.nm.us](mailto:amadera@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

KIRK HARTOM, Superintendent  
VACANT, Federal Programs Director  
RHIANNON CHAVEZ, Finance Director  
AL MADERA, High School Principal  
LYNN VASQUEZ, Mid School Principal  
SHIRLEY HURFORD, Elementary Principal

b. Middle School, Lynn Vasquez: Lynn Vasquez reviewed longitudinal data from WIDA testing and Woodcock-Munoz. Results for these tests will be presented at the next regular meeting. In addition, development of Navajo Curriculum was discussed.

c. High School, Al Madera: Assistant H.S. Principal, Archie Jacquez reported to the Board in absence of Principal Al Madera. Mr. Jacquez reported that thirty-six of sixty CHS Seniors received a diploma. He stated that students at the high school have been testing since mid-January. WIDA and ELL scores are complete. Sixty-nine students were tested and fourteen were exited as a result of the test scores. At this point, Carl Stern suggested having only one principal report at each regular Board meeting in order to save time at meetings and have time for more in-depth reports from each site.

d. Transportation, Jacob Martinez: Mr. Martinez began his report expressing support for the CISD Administration team. He then reported that the Transportation Budget for 2015-2016 has been cut by \$57,000. Pamela Cayaditto suggested acquiring information from parents at student registration in August to find out when very young students are required to walk greater distances to the bus stop as a result of established bus routes. With this information, proper routes may be established.

### V. New Business Approvals:

5.1 \* Approval of CISD 2015-2016 Budget: Board President Dianna Maestas asked if there were any questions regarding the CISD 2015-2016 Budget. There were no questions raised so Ms. Maestas called for a motion to approve the Budget as presented. Pamela Cayaditto made a motion to approve and Carl Stern seconded the motion. All aye, the motion carried.

5.2 \* Approval of CISD Preventive Maintenance Plan: Dianna Maestas asked if there were any questions regarding the CISD Maintenance Plan. No questions raised so Ms. Maestas called for a motion to approve the plan as presented. Pamela Cayaditto made a motion to approve and Carl Stern seconded the motion. All aye, the motion carried.

5.3 \* Approval to Add Board President, Dianna Maestas to District Bank Account & Remove Christine Montoya: As a result of the February 2015 School Board Election and the Reorganization of the CISD School Board, past board member and president Christine Montoya is to be removed from the District Wells Fargo bank account and add current president Dianna Maestas. Ms. Maestas called for a motion to approve the change. Carl Stern made a motion to approve and Pamela Cayaditto seconded the motion. All aye, the motion carried.

5.4 \* Approval of 2015-2016 Salary Schedules: Dianna Maestas asked board members if there were any questions regarding the 2015-2016 Salary Schedules. No questions were raised so Ms. Maestas called for a motion to approve as presented. Pamela Cayaditto made a motion to approve and Vivian Keetso seconded the motion. All aye, the motion carried.

**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 Al Madera, High School - Ext. 202 or [amadera@cuba.k12.nm.us](mailto:amadera@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

KIRK HARTOM, Superintendent  
VACANT, Federal Programs Director  
RHIANNON CHAVEZ, Finance Director  
AL MADERA, High School Principal  
LYNN VASQUEZ, Mid School Principal  
SHIRLEY HURFORD, Elementary Principal

- 5.5 \* Approval of Out of State Travel – K. Hartom, R. Chavez, T. Chavez, B. Voss, J. Velarde: Ed Tech Future Ready Summit, Denver, CO., June 11-12, 2015: Superintendent Hartom informed the Board that the Ed Tech Summit in Denver, if approved, would have expenditures reimbursed. Taylor Pinto made a motion to suspend the rule and approve agenda items 5.5 through 5.8 together. Dianna Maestas called a motion to approve. Taylor Pinto made a motion to approve and Vivian Keetso seconded the motion. All aye, the motion carried.
- 5.6 \* Approval of Out of State Travel – S. Ortega, T. Delgado: SDE I Teach 2<sup>nd</sup> Grade Conference, Las Vegas, NV., July 6-8, 2015: See agenda item 5.5.
- 5.7 \* Approval of Out of State Travel – D. Suazo: DIBELS Conference, Las Vegas, NV., July 12-15, 2015: See agenda item 5.5.
- 5.8 \* Approval of Out of State Travel – D. Suazo, Ft. Collins, CO: Linda Mood-Bell Reading Intervention Conference, August 4-7, 2015: See agenda item 5.5.
- 5.9 \* Out of State Travel Policy: Superintendent Hartom requested changing out of state travel policy to avoid requirement of Board approval as long as travelers reported to Board upon return and as long as guidelines were adhered to. The Board agreed to amend the part of policy to allow overnight accommodations prior to travel because of traffic issues but the issue of out of state travel will be revisited at a future regular meeting. Ms. Maestas called for a motion to approve as presented. Carl Stern made a motion to approve and Pamela Cayaditto seconded the motion. All aye, the motion carried.
- 5.10 \* McKinney Vento Policy: Mr. Hartom presented the proposed McKinney Vento Policy for first reading. Dianna Maestas asked how students would be identified. Mr. Hartom stated that building principals would be working with site student counselors to classify the students. The proposed policy will be placed on the agenda of the next regular Board meeting for second reading and/or approval.
- 5.11 \* Approval of Bilingual Application: Dianna Maestas asked if the Board had any questions regarding the Bilingual Application as presented. No questions were raised so Ms. Maestas called for a motion to approve. Carl Stern made a motion to approve and Vivian Keetso seconded the motion. All aye, the motion carried.
- 5.12 \* Approval of IDEA-B Application: President Dianna Maestas asked Board members if there were any questions regarding the IDEA-B Application. No questions were raised so Ms. Maestas called for a motion to approve the application as presented. Carl Stern made a motion to approve and Vivian Keetso seconded the motion. All aye, motion carried.

**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 Al Madera, High School – Ext. 202 or [amadera@cuba.k12.nm.us](mailto:amadera@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**  
KIRK HARTOM, Superintendent  
VAGANT, Federal Programs Director  
RHIANNON CHAVEZ, Finance Director  
AL MADERA, High School Principal  
LYNN VASQUEZ, Middle School Principal  
SHIRLEY HURFORD, Elementary Principal

5.13 \* Approval of Finance Items

a. BARs: Business Manager, Rhiannon Chavez presented the following BARs for approval:

Fund Code	Fund Name	BAR Number	Amount
14000	Instructional Materials	062.000.1415.0045.I	\$ 1,943.00
14000	Instructional Materials	062.000.1415.0046.I	\$ 1,943.00
14000	Instructional Materials	062.000.1415.0047.I	\$ 3,901.00
14000	Instructional Materials	062.000.1415.0048.I	\$ 3,900.00
TBD	TBD	Blanket BAR – Clean up	\$ 00.00
27103	Dual Credit	062.000.1415.0049.D	\$ (1,832.19)
41000	Debt Service	062.000.1415.0050.T	\$ 00.00

**BUDGET IMPACT \$ 9,854.81**

b. Cash Transfers: No cash transfers were submitted.

c. Vouchers: As presented

Board members asked why a Blanket BAR is needed. Rhiannon Chavez stated that the District's auditor recommends this type of maintenance BAR in order to prevent negative balances within fund lines, which is considered an audit finding. Dianna Maestas called for a motion to approve finance items as presented. Pamela Cayaditto made a motion to approve and Carl Stern seconded the motion. All aye, the motion carried.

## VI. Unfinished Business

6.1 \* Leave Donation Proposal: Mr. Hartom updated the Board on the Leave Donation Proposal. He stated that the district is awaiting the proposed policy from NMSBA Policy Service. Once received, it will be placed on the current agenda for first reading. The policy proposal was then tabled and will be placed on the next regular meeting agenda.

## VII. Executive Session: Pursuant to Section 10-15-1 (H)(2) NMSA 1978, the Board will meet in executive session for:

None for this meeting. However, Ms. Maestas requested that Limited Personnel Matters, and Superintendent's Goals be placed on executive session for the regular board agenda on June 17, 2015.

## VIII. Closing

8.1 Next Regular Board Meeting - June 17, 2015, CISD Board Room: Ms. Maestas reminded the Board of the next regular board meeting on June 17, 2015. It will take place at the CISD Board Room.

8.2 \* Adjournment: Dianna Maestas called for a motion to adjourn the meeting. Pamela Cayaditto made a motion to adjourn and Carl Stern seconded the motion. The motion carried. The meeting was adjourned at 9:31 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 Al Madera, High School – Ext. 202 or [amadera@cuba.k12.nm.us](mailto:amadera@cuba.k12.nm.us).*