

# CUBA INDEPENDENT SCHOOL DISTRICT

**BOARD OF EDUCATION**  
CHRISTINE MONTROYA, President  
PAMELA CAYADITTO, Vice President  
VIVIAN KEETSO, Secretary  
TAYLOR PINTO, Member  
DIANNA MAESTAS, Member



**ADMINISTRATION**  
KIRK HARTOM, Superintendent  
RAMONA LYON, 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 August 20, 2014

6:00 PM

Torreón Chapter House

1. **Call to Order:** President Christine Montoya called the meeting to order at 6:00 pm.
2. **Pledge of Allegiance:** President Christine Montoya led the Pledge of Allegiance.
3. **Roll Call:** Mrs. Montoya asked Mrs. Vivian Keetso to take roll call. President Christine Montoya – Present. Vice President Pamela Cayaditto – Present. Secretary Vivian Keetso – Present. Member Taylor Pinto – Arrived at 6:05 pm. Member Dianna Maestas - Present.
4. **Recognition:** None
5. **Consent Agenda:**
  - 5.1 \*Adoption of the Agenda
  - 5.2 \*Approval of Minutes from July 30, 2014
  - 5.3 \*Approval of Finance Items: BARs, Vouchers, Cash Transfers – Rhiannon Chavez

Mrs. Rhiannon Chavez submitted only fund balance report and voucher list for approval. There were no BARs or Cash Transfers.

Mrs. Christine Montoya called for a motion to approve the Consent Agenda as presented. Mrs. Pamela Cayaditto made a motion to approve and Mrs. Dianna Maestas seconded the motion. The motion carried.

6. **Superintendent's Report:**
  - 6.1 **Board Retreat Agenda:** Mr. Hartom presented the Board with a draft agenda for the School Board Retreat on September 5-6, 2014.
  - 6.2 **Principal/Administrative Reports (School Grades):**
    - a. **Ms. Shirley Hurford – Elementary:** Mrs. Hurford stated that a bilingual teacher is still being sought for the elementary school. She informed the Board that during the first early-release day of in-service training, elementary staff analyzed the school grade of D. Both weak areas and strengths were noted.
    - b. **Ms. Lynn Vasquez – Middle School:** Mrs. Lynn Vasquez informed the Board that all Middle School Students were introduced to procedures, policies, and routines so they might begin the school year informed. During the first early-release day middle school staff discussed the school's grade of D. She stated staff will be focusing on sharing of teaching strategies on in-service days.

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**c. Mr. Al Madera – High School:** Mr. Al Madera spoke regarding the high school's grade of a D. He said the asterisk following the grade indicates that the high school failed to test 95% of the students. An appeal has been submitted to NMPED, showing that more than 95% were actually tested. Mr. Madera also informed the Board that he will be closely monitoring student attendance during the school year. Enrollment for the high school is down from the start of the previous year. Mr. Madera stated that he will assess teacher accountability and intervention classes throughout the year. After school tutoring will be offered to students as soon as possible.

**d. Ms. Ramona Lyon – Federal Programs:** Mrs. Ramona Lyon updated Board members on ELL and Bilingual services throughout the district. She stated that the lack of counselors at the Elementary and Middle Schools has made the beginning of school difficult but is currently being addressed. Mrs. Lyon is resubmitting the Impact Aid Application. In the past the application was accepted with address descriptions but now requires GPS coordinates for all student addresses. Ms. Lyon also informed the Board that the HSGA Test will have to be administered to 47 high school seniors in the district in order to be eligible to graduate in May 2015.

**6.3 Discovery Data:** Mr. Hartom informed the Board that Discovery Data information will be monitored monthly, beginning with short-cycle data.

**6.4 YCC:** Mr. Hartom reminded the Board that CISD did not apply for the YCC Grant last year because he wished to review the program over the past year to assure that we have more beautification projects on campus, to adhere to equitable hiring processes, and agree to additional workload it would place upon CISD Central Office staff. We have submitted the application for next summer and will be informed by September whether it is granted.

**6.5 Tuition Reimbursement:** Mr. Hartom submitted proposed procedures for District Staff Reimbursement. He stated that, if approved, the reimbursement would be an excellent incentive for recruitment of new talent to the district.

**6.6 PMS-CISD School Based Health Center Protocols -Draft:** Superintendent Hartom submitted *PMS-CISD School Based Health Center Protocols-Draft 2014-2015*. Mr. Hartom stated that he would like for the document to be discussed at the next SHAC Meeting.

**6.7 District Reimbursement Policy:** This item was discussed in item number 6.5.

## 7. Public Comment:

High School Principal, Al Madera requested that the Board consider the addition and approval of a fundraiser request for the High School Student Senate to sponsor a Homecoming Dance, Spirit Week Bake Sale, and sale of spirit related items. He requested the exception to the submission dead line because school had not yet started so there had been no time for the sponsor to organize and meet with the Student Senate.

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## 8. Unfinished Business:

**8.1 \*Approval of Presbyterian Medical Services MOU:** Mrs. Teresa Woodfill, administrator of Presbyterian Medical Services Cuba Health Center informed the Board that the memorandum of understanding between PMS and Cuba Schools for management of the Cuba School-Based Health Center included additional dental services. Mrs. Christine Montoya called for a motion to approve the MOU. Mrs. Dianna Maestas made a motion to approve and Mrs. Vivian Keetso seconded the motion. The motion carried.

## 9. New Business

**9.1 \*Tuition Reimbursement Policy:** Mr. Hartom stated that he will submit proposed policy for tuition reimbursement at the next regular board meeting.

**9.2 \*Sponsor Handbook:** Mrs. Christine Montoya stated since Board Members had not had opportunity to review the Sponsor Handbook, it would be tabled and would be placed on the agenda for the next regular board meeting.

**9.3 \*Attachment A – Approval of Fundraiser Requests:** Fundraiser Requests submitted for approval were Ram Shop Items, Little Girl Cheer Camp, Little Caesar's Pizza Kits, Fundraiser Cards, Vigil's Beef Jerky Sales, Movie on the Football Field, and Dove Chocolate Discoveries, all by Heather Lucero & CISD Cheerleaders.

Mrs. Christine Montoya stated that the Fundraiser Request the Student Senate, and sponsors Elisabeth Tyler and Daniel Delgado for Homecoming Week activities will be considered for approval along with other requests listed above.

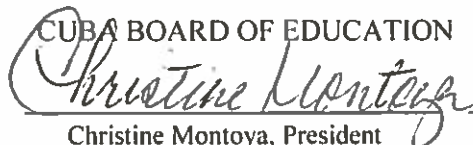
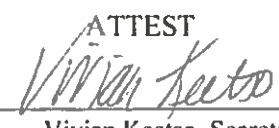
Mrs. Christine Montoya called for a motion to approve all fundraisers as stated. Mrs. Dianna Maestas made a motion to approve and Mrs. Pamela Cayaditto seconded the motion. The motion carried.

## 10. Executive Session: Pursuant to Section 10-15-1 (H) (2) NMSA 1978, the Board reserves the right to go into executive session: None

## 11. Closing

**11.1 Next Regular Board Meeting, September 17, 2014, Federal Programs Board Room – 5:30 pm:** Mrs. Christine Montoya reminded the Board of the next scheduled Regular Board Meeting on September 17, 2014, 5:30 pm.

**11.2 \*Adjournment:** Mrs. Christine Montoya called for a motion to adjourn the meeting. Mrs. Pamela Cayaditto made a motion to adjourn and Mrs. Dianna Maestas seconded the motion. The motion carried. The meeting adjourned at 7:10 pm.

CUBA BOARD OF EDUCATION  
  ATTEST  
Christine Montoya, President Date Vivian Keetso, Secretary Date 11/19/14

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