

CUBA INDEPENDENT SCHOOL DISTRICT

BOARD OF EDUCATION

CHRISTINE MONTOYA, 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 February 18, 2015

6:00 PM

Counselor Chapter House

I. Introduction:

1.1 **Call to Order:** President Christine Montoya called the meeting to order at 6:00 pm.

1.2 **Pledge of Allegiance:** President Christine Montoya led the Pledge of Allegiance.

1.3 **Roll Call:** Secretary Vivian Keetso took roll call. President Christine Montoya – Present. Vice President Pamela Cayaditto – Arrived at 6:05 pm. Secretary Vivian Keetso – Present. Member Taylor Pinto – Present. Member Dianna Maestas - Present.

1.4 **Recognition – Christine Montoya, School Board Service:** Superintendent Hartom thanked Mrs. Christine Montoya for her service to the district while serving on the school board. He presented her with a bowl with art work by Mr. Bill Trujillo, Cuba High School Bilingual Teacher.

1.5 **Approval of Agenda:** Christine Montoya called for a motion to approve the agenda. Taylor Pinto made a motion to approve and Dianna Maestas seconded the motion. The motion carried.

1.6 **Approval of Minutes – Regular Board Meeting on January 21, 2015:** Christine Montoya called for a motion to approve minutes from the regular Board meeting on January 21, 2015. Dianna Maestas made a motion to approve the minutes and Taylor Pinto seconded the motion. The motion carried.

II. Superintendent's Report:

2.1 **Canteen Food Service Presentation – John McCarthy:** Superintendent Hartom introduced Mr. John McCarthy to the Board. Mr. McCarthy gave a summary of budget history for the food service since Canteen was contracted with the district. Ms. Maestas & Mr. Pinto expressed concern that meals were being transported in a suburban, owned by the district and not specifically set up for the transport. Mr. McCarthy reassured them that the food is placed in containers which maintain hot/cold temperatures necessary for safety of the food. He also stated that budget at the end of the school should be sufficient to purchase a van specifically equipped to transport meals. In addition, Canteen Food Services are planning to conduct food service staff training in the district.

2.2 **Graduation & Senior Exhibitions:** Due to concerns regarding students participating in commencement ceremonies but not qualifying for a diploma, Mr. Hartom proposed a compromise. In order for Seniors who receive only a certificate of completion to participate in the commencement exercises, they would be required to prepare and present a *Senior Exhibition*. He stated that NMPED allows for an *Alternative Demonstration of Competency* if a student is unable to pass the formative assessments leading up to graduation in order to receive a diploma or certificate of completion. However, any changes regarding the participation would have to be added to the 2015-2016 High School Parent/Student Handbook and approved by the Board at the beginning of the next school year.

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2.3 After-School Cross Training: Mr. Hartom stated that in an effort to take advantage of information and expertise acquired by professional development outside the district, we are beginning to conduct *After-School Cross Training* in the district to save costs. The training is scheduled to begin on February 19th. It will begin with areas in differentiated instruction, PLCs, Navajo Cultural Awareness, ELL Strategies, Preparing for PARCC, and Parent Communication.

2.4 Education For The Future Survey Breakdown: According to Mr. Hartom, the Elementary parent survey results resulted in high marks in areas of respect for teachers, student progress and receiving progress information, quality of work, meeting social needs of students, and feeling good as a parent and helping students at home.

2.5 Sick Leave Bank Facts: Due to inquiries within the district about starting a district sick leave bank, Mr. Hartom presented the Board with a list of facts and scenarios of a sick leave bank. Some things that would have to be resolved prior to implementation would be to acquire Union approval, address added burden on the Business Department to monitor, and how to transition the bank into the district finance software program, *IVisions* for tracking purposes.

Mr. Hartom invited Mr. Ray Sisneros to speak at this time – since he had signed to speak during *Public Comment*, under the subject of Leave Bank. Mr. Sisneros stated that as a retired school teacher and previous school board member, he has observed the need for a district leave bank in the instance that dedicated staff experience catastrophic illness. He urged the Board to approve the policy.

Christine Montoya asked if unused sick leave bank days would carry-over from one school year to the next. Mr. Hartom affirmed that they would. He also indicated that the policy, if approved, could allow retirees to donate straight leave days for the bank. Mr. Sisneros stated that he has seen other districts set a limit to the number of days within a year that can be used by a staff member.

Pamela Cayaditto requested that the leave donations be completely voluntary. Taylor Pinto suggested that a staff survey be conducted on the subject. Christine Montoya requested that the district pursue this issue as soon as possible.

2.6 University of Virginia Readiness Report: Mr. Hartom referred to the University of Virginia Readiness Report. He stated that the district is not far enough along to take part in the turnaround initiative but anticipates it will be with 2-3 years of preparation. He encouraged continued involvement in the program.

2.7 Impact Aid – Hartom: Mr. Hartom informed the Board that he or CISD Staff members have attended recent Chapter House meetings and presented subjects such as Impact Aid, recent parent survey comparisons, School Board Strategic Plan & Educational Plan, cultural issues regarding a public school, and monthly superintendent reports. In addition, CISD has invited Chapter leaders to visit and tour our schools in order to better understand our educational goals and programs. He stated that we are adding Navajo *Cultural Awareness* to our PBIS and new employee training.

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2.8 Administrator Reports:

a. **Elementary School – Shirley Hurford:** Ms. Shirley Hurford gave the Board a handout containing a summary of Elementary Interim Assessments for the second quarter. She stated that the PARCC practice tests went well at the Elementary as well as the 4th grade NAAC. In SATs, the focus continues on academic plans and interventions.

Ms. Hurford conveyed thanks to Mr. Warlance Chee, bilingual teacher at the Elementary. In an effort to allow enrichment opportunities for students, he sponsored a trip to the Legislature to attend the Senate during *American Indian Day*. Thirty students attended. She also informed the Board that on February 24th, they will be hosting a Hip-Hop Artist for a health assembly with an Anti-Bullying theme. In addition, they are putting together a gardening agency with the assistance of UNM Health Sciences.

b. **Middle School – Lynn Vasquez:** Middle School Principal, Lynn Vasquez introduced Patrick Harris to the Board. Mr. Harris is teaching History classes at the Middle School. Ms. Vasquez referred to the February issue of the Middle School newsletter in which priorities were listed as Academic Press (or instructional rigor), Cultural Capital & Scholarly Identity, and Positive School Culture. She added that Boys and Girls Maturity classes are being conducted by Dr. Richard Kozoll and opt-out status is available to parents. Ms. Vasquez also informed the Board that they will be working with all 8th Grade students to complete *Next Step Plans*, in preparation for the transition to high school.

c. **High School – Al Madera:** Mr. Madera informed the Board that the High School is in the process of the testing phase. The PARCC practice test is completed and they are completing NWEA MAPS testing in Language Arts, Math, and Science which will be completed by February 27th. After that, they will begin the actual PARCC test during the first two weeks of March. SBA testing will take place during the week prior to Spring Break. Upon return from Spring Break, EOC Exams will be administered.

Mr. Madera stated that he has received mostly positive feedback from parents regarding attendance issues after the recent sessions to educate parents of the consequences and impact of poor student attendance

III. New Business Approvals:

3.1 *Adoption of New Mexico Finance Authority Application & Resolution: Mrs. Rhiannon Chavez, CISD Business Manager, explained the New Mexico Finance Authority Application & Resolution. As a result of the 2 Mil bond which passed in February 2014. The timeline of the Financing Schedule includes adoption of the resolution, submission of the application to NMFA for approval, Board approval of Bond Resolution in April, publication of the adoption, and closing. Mrs. Chavez explained that the funds are being used for projects within the district that were contained in the *Facilities Master Plan*.

Christine Montoya called for a motion to approve the application resolution. Pamela Cayaditto made a motion to approve and Dianna Maestas seconded the motion. The motion carried.

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3.2 * 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
13000	Transportation	062.000.1415.0023.D	\$ (43,678.00)
24153	English Language Acquisition	062.000.1415.0024.M	\$ 00.00
BUDGET IMPACT			\$ (43,678.00)

Christine Montoya requested clarification on the decrease BAR for Transportation. Rhiannon Chavez explained that the decrease was due to the student count on the 40th Day. She indicated however, that all major expenditures such as salaries, fuel costs and routine maintenance have already been encumbered for the school year.

Christine Montoya called for a motion to approve Finance Items as presented. Vivian Keetso made a motion to approve and Pamela Cayaditto seconded the motion. The motion carried.

3.3 * NMSBA Student Achievement Award: Christine Montoya requested candidate names for the NMSBA Student Achievement Award. High School Principal, Al Madera stated that candidate names had not yet been decided on. Ms. Montoya asked that the action be tabled until the next Board meeting in order to give the principal and counselor's office time decide on candidates.

3.4 Certificate of Completion – Do They Walk: In reference to Superintendent Hartom's report on Seniors right to walk who only receive a certificate of completion, Christine Montoya stated that steps should be taken to address the issue for 2015-2016 School Year. Kirk Hartom reminded the Board that participation in the actual commencement exercise falls in the jurisdiction of the District and High School. The issue will be addressed in the Parent-Student Handbook before the next school year.

3.5 * Approval of Out of State Travel for Diane Vitale & Karen Cox – PLC Event, Phoenix, AZ: Board President, Christine Montoya reminded Mr. Hartom that the Board requests all out of state travel attendees give a presentation of their training to the Board upon return. Taylor Pinto asked what fund the expenses will be paid from for the trip. Mr. Hartom replied that it will be paid out of Title II.

Christine then called for a motion to approve out of state travel for Diane Vitale and Karen Cox to Phoenix, Arizona. Vivian Keetso made a motion to approve and Pamela Cayaditto seconded the motion. The motion carried.

3.6 * Approval of Out of State Travel for Warlance Chee – Flagstaff, AZ: Christine Montoya called for a motion to approve out of state travel for Warlance Chee to Flagstaff, Arizona on condition that he do a presentation to the Board upon his return. Dianna Maestas made a motion to approve and Vivian Keetso seconded the motion. The motion carried.

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3.7 * Approval of Fundraisers:

- a. Elementary Yearbook, B. Johnson
- b. Middle School Student Council, P. Harris – Valentine Grams
- c. Dine Club, B. Trujillo – Men’s Basketball Tournament
- d. Track & Field, T. Johnson – Fan Cloth Sales
- e. National Honor Society – L. Tyler, D. Delgado – St. Patrick’s Day activities, bake sale
- f. Student Senate, L. Tyler, D. Delgado - St. Patrick’s Day activities, bake sale
- g. Senior Class, T. Linney – Car Wash & Bake Sale

Taylor Pinto asked why agenda item 3.7- g indicated *Car Wash & Bake Sale* and on the original *Request for Fundraiser* it didn’t include *Car Wash*. High School Principal, Al Madera stated that the request was submitted then revisions were made which omitted the car wash.

Christine Montoya called for a motion to approve all fundraisers as presented with item g for the Bake Sale only. Dianna Maestas made a motion to approve and Vivian Keetso seconded the motion. The motion carried.

IV. Public Comment:

Ramona Lyon, CISD Federal Programs Director: Ms. Lyon stated that she wished to report on the district Annual Measure of Academic Objectives (AMAO). The district is in the 4th year of corrective action. Last year she found there was no programs in the district for ELL Students except at the Elementary. This year the district implemented an ELD program both at the middle school and the high school. The current report will be similar to the report submitted last spring because all of the items on last year’s report were implemented this year; therefore except for revisions or additions from building principals there shouldn’t be too many changes. The report is due on February 20th and will contain 5 years of data.

Elizabeth Martin, CISD Federal Programs Secretary: Ms. Martin stated that she is still negotiating with Chapter Presidents for signatures on Impact Aid. She stated that they are requesting for CISD Administrators to attend planning meetings.

Veronica Jackson-Sandoval: Ms. Jackson-Sandoval informed the Board that she is from the Torreon Community and a member of the IEC Committee. She expressed concern about a survey generated by the IEC Committee to acquire information on budget planning. She said the first survey was sent out anonymously but a second survey will be sent out to student addresses in order to acquire specific area and community information.

Donovan Gordo: Mr. Donovan Gordo introduced himself to the Board. He stated that he is also a member of the IEC Committee and a parent of a CISD student. Mr. Gordo also expressed concerns about the IEC Committee Survey. He stated that he has many concerns regarding school transportation of younger students.

Christine Montoya stated that it would be good to have an IEC information table at CISD Student Registration in August.

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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: President Christine Montoya called for a motion to go into executive session to discuss limited personnel issues, specifically the superintendent's contract. Dianna Maestas made a motion to go into executive session and the motion was seconded by Pamela Cayaditto. The motion carried. Roll call: President Christine Montoya – present; Vice President Pamela Cayaditto – Present; Vivian Keetso – Present; Taylor Pinto – Present; Dianna Maestas – Present. Executive session began at 8:04 pm. The Board returned from executive session at 9:01 pm. Ms. Christine Montoya stated that only limited personnel matters had been discussed in executive session. She then called for a motion to return to regular session. Pamela Cayaditto made a motion and Dianna Maestas seconded the motion. The motion carried. Roll call was taken. President Christine Montoya – present; Vice President Pamela Cayaditto – Present; Vivian Keetso – Present; Taylor Pinto – Present; Dianna Maestas – Present.

5.1 ***Vote for Superintendent Contract:** Christine Montoya stated that vote for Superintendent's contract is tabled and a Special Board Meeting will be held on February 25, 2015, at 5:30 pm. The meeting will be held at the CISD Board Room. The agenda will contain only Executive Session to discuss limited personnel issues – specifically the superintendent's contract and vote for superintendent's contract.

VI. **Closing**

6.1 **NMSBA Training Report:** Board members were given information from NMSBA on accumulated training hours.

6.2 **Next Regular Board Meeting – March 18, 2015:** The next regular board meeting is scheduled to take place on March 18th at the CISD Board Room, at 5:30 pm.

6.3 ***Adjournment:** Christine Montoya called for a motion to adjourn the meeting. Taylor Pinto made a motion to adjourn and Dianna Maestas seconded the motion. The motion carried. The meeting was adjourned at 9:02 pm.

CUBA BOARD OF EDUCATION		ATTEST	
	3/18/15		03/18/15
Pamela Cayaditto, Vice President	Date	Vivian Keetso, Secretary	Date

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