

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
RHIANNON CHAVEZ, Finance Director
AL MADERA, High School Principal
ED PAINTER, Mid School Principal
PADDY DOMIER Ph.D., Elementary Principal

Minutes of Regular School Board Meeting
September 18, 2013

5:30 PM

Board Room

1. **Call to Order:** President, Christine Montoya called the meeting to order at 5:30 pm.
2. **Pledge of Allegiance:** President Christine Montoya led the Pledge of Allegiance.
3. **Roll Call:** Mrs. Montoya asked Mrs. Keetso to take roll call. President Christine Montoya – Present. Vice President Pamela Cayaditto - Present. Secretary Vivian Keetso – Present. Member Taylor Pinto – Present, Member Dianna Maestas - Present.
4. **Consent Agenda:**
 - 4.1 ***Adoption of the Agenda:**
 - 4.2 ***Approval of Minutes from:** August 21, 2013 Regular Meeting
 - 4.3 ***Approval of BARs, Vouchers, & Cash Transfers:** Mrs. Rhiannon Chavez presented the following BARs for approval:

Fund Code	Fund Name	BAR #	Amount
27114	NM Reads to Lead	062.000.1314.0010.IB	\$ 40,224.00
28195	Natural Helpers Program	062.000.1314.0011.IB	\$ 6,000.00
27181	STEM Teacher Initiative	062.000.1314.0012.IB	\$ 20,000.00
28131	Johnson O'Malley	062.000.1314.0013.IB	\$ 21,504.33
11000	Operational	062.000.1314.0014.M	\$ -
24106	Entitlement IDEA-B	062.000.1314.0017.M	\$ -
24154	Teacher/Principal Training & Recruiting	062.000.1314.0019.M	\$ -
25153	Title XIX Medicaid 3/21 Years	062.000.1314.0020.M	\$ -
24101	Title I – IASA	062.000.1314.0015.T	\$ -
24101	Title I – IASA	062.000.1314.0016.T	\$ -
24154	Teacher/Principal Training & Recruiting	062.000.1314.0018.T	\$ -
25184	Indian Ed Formula Grant	062.000.1314.0021.T	\$ -
Budget Impact			\$ 87,728.33

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Mrs. Christine Montoya asked if there were any questions or comments regarding approval of the consent agenda as presented. Ms. Dianna Maestas requested that under item 4.4, Approval of High School Handbook and Middle School Handbook be placed as discussion/approval items on the agenda. Mrs. Montoya stated that discussion/approval of the Middle School Handbook will be placed on the agenda as item 7.6 and discussion/approval of the High School Handbook will be agenda item 7.7.

Mrs. Christine Montoya called for a motion to approve the consent agenda as revised. Mrs. Pamela Cayaditto made a motion to approve and Mrs. Vivian Keetso seconded the motion. The motion carried.

5. **Public Comment:**

Mr. Dwight Thompson signed to request comment on Agenda item 4.4, regarding the Middle School and High School Handbooks. Mr. Thompson expressed concern that parents are not being notified and encouraged to participate in handbook revisions. He stated that parent meetings are held too early in the day for working parents to attend and participate. He also stated that notices for these meetings are not consistently received by the parents.

6. **Superintendent's Report:**

6.1 Special Education Survey: Superintendent Hartom informed the Board of the results of the 2012-2013 Special Education Survey. He stated that the survey revealed that parents indicated they could use more information about Special Education and services in general.

6.2 Mission Update: Mr. Hartom stated that the proposed mission statement has been reviewed by the Board, employees, and students. Meetings are planned with groups of students at all school sites for input as well.

6.3 STEM Grant: Mr. Hartom notified the Board that CISD has been awarded a \$20,000.00 grant to recruit and retain highly qualified Science and Math Teachers.

6.4 District Personnel Network Meetings: Mr. Hartom informed the Board that valuable, networking meetings are taking place district wide in areas of counseling services, medical services, safety policies, and IT services in order to provide uniform services and address concerns to be resolved at the administrative level. Substitute training has been provided and additional meetings are being planned with Educational Assistants.

6.5 Health Fair: A Health Fair will be held on October 15, 2013, sponsored by Presbyterian Medical Services. Mr. Hartom stated that all school sites will attend.

6.6 Annual Report: Mr. Hartom informed the Board that a 2012-2013 Annual Report will be presented in December, providing an insight for strategic planning and establishing school board goals for district educational programs, staffing, federal program involvement, student achievement, student data, accountability, district strengths and concerns, and quality of education results.

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6.7 Federal Programs Report: Mr. Hartom stated that beginning with the October regular Board Meeting, a monthly Federal Programs report will be given to the Board by Federal Programs Director, Ramona Lyon.

6.8 Construction & Capital Outlay Projects: CISD Business Manager, Rhiannon Chavez and Mr. Hartom informed the Board that future Construction and Capital Outlay projects include lights, concession stand, field house and resurfacing of the track at the High School football field and swimming pool ventilation system. Mrs. Chavez assured the Board that money for these projects is not taken from operational funds and all projects are submitted to PSFA for approval.

6.9 NM School Board Association Update: Mr. Hartom attended a New Superintendent's seminar hosted by NMSBA. This was followed by the NMSBA Region II Board Meeting in Santa Fe. In addition, Superintendent Hartom was appointed by the Governor's office to the *Public School Capital Outlay Oversight Committee* (PSCOOC). This committee assures that equity and fair play is given the smaller districts across the state.

7. New Business:

7.1 *Approval of Proposed Conflict Resolution/Grievance Policy Procedures: Mrs. Christine Montoya called for approval of Proposed Conflict Resolution/Grievance Policy Procedures. Ms. Dianna Maestas made a motion to approve and the motion was seconded by Mrs. Pamela Cayaditto. The motion carried.

7.2 *Approval of NMSBA Policy Revisions – Second Reading: Mrs. Christine Montoya called for a motion to approve Advisory No. 101 – School Board Meetings; Advisory No. 102 – Notification of Board Meetings; Advisory No. 103 – Agenda Preparation & Dissemination; Advisory No. 104 – Harassment/Bullying/Cyberbullying Prevention. Mr. Taylor Pinto made a motion to approve the policy revisions and Mrs. Pamela Cayaditto seconded the motion. The motion carried.

7.3 *Out of State Travel – Superintendent Kirk Hartom: Superintendent Hartom stated that he has been invited to serve on the External Review team visiting Duplin County Schools in Kenansville, North Carolina. All expenses for Superintendent Hartom are to be paid for by AdvancEd Systems Accreditation. Mrs. Christine Montoya called for a motion to approve out of state travel for Mr. Hartom. Mrs. Dianna Maestas made a motion to approve and Mrs. Vivian Keetso seconded the motion. The motion carried.

7.4 *Approval of Wells Fargo Account Update: As a result of the recent resignation of the previous Board president and because of the reorganization of the School Board at the Regular Board Meeting on August 21, 2013, Mrs. Christine Montoya called for approval to update signatures on the Cuba Independent Schools Wells Fargo Bank account. Mrs. Dianna Maestas made a motion to approve and Mrs. Vivian Keetso seconded the motion. The motion carried.

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7.5 *Approval to Proceed with Construction Projects – Track Expansion/Resurfacing, Concession Building, Swimming Pool Ventilation: Mrs. Rhiannon Chavez submitted information to the Board on the proposed construction projects. Christine Montoya asked about itemized costs on the projects. Mrs. Chavez stated that the architects will have a more detailed cost list at the next Regular Board meeting. Mrs. Christine Montoya called for a motion to approve to proceed with construction projects, as discussed. Mrs. Pamela Cayaditto made a motion to approve and Mrs. Vivian Keetso seconded the motion. The motion carried.

7.6 *Approval of Middle School Handbook: Ms. Maestas questioned the proposed 5-day out of school suspension for drug possession offence. She suggested requested that Middle School Principal, Ed Painter acquire additional parent and staff input for alternatives to the proposed 5 days. She feels this is detrimental to the student attendance and academic performance. Mrs. Christine Montoya called for a motion to approve the Middle School Handbook - omitting the proposed drug possession offence changes. Ms. Diana Maestas made a motion to approve and Mrs. Pamela Cayaditto seconded the motion. The motion carried.

7.7 *Approval of High School Handbooks: Concerns were discussed regarding the confiscation of electronic devices. Mr. Taylor Pinto stated that a liability issue arises when teachers confiscate an electronic device. If the device is lost or stolen it is not covered by insurance. Superintendent Hartom informed the Board of difficulties that arise when students use cell phones to text during class time and the disruption it causes. He suggested that the Board approve the handbook with the understanding that procedures for confiscation of the devices would be in place at each school. Mrs. Christine Montoya called for a motion to approve the high school handbook as presented. Mrs. Pamela Cayaditto made a motion to approve and Mrs. Vivian Keetso seconded the motion. The motion carried.

8. Executive Session: Pursuant to Section 10-15-1 (H) (2) NMSA 1978, the Board reserves the right to go into executive session:

None

9. Closing:

9.1 Next Regular Board Meeting - Wednesday, October 16, 2013 at 5:30 pm:

9.2 *Adjournment: Mrs. Christine Montoya called for a motion to adjourn the meeting. Mrs. Dianna Maestas made a motion to adjourn and Mr. Taylor Pinto seconded the motion. The meeting was adjourned at 6:25 pm.

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ATTEST

Christine Montoya, President

Vivian Keetso, Secretary

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