

LAS VEGAS CITY SCHOOLS  
"BOARD OF EDUCATION"  
Regular Board Meeting

April 16, 2020

A Regular Board Meeting of the Las Vegas City Schools Board of Education was held at the Administrative Building via Zoom Meeting located at 901 Douglas Avenue, Las Vegas, New Mexico 87701 at 5:24 pm on the 16<sup>th</sup> day of April 2020.

A quorum was present; the meeting was called to order by Board President Duran. The meeting began with the Pledge of Allegiance. Those present were as follows:

**ROLL CALL:** Board President Duran called for roll call:

Board Member Lucero – Present  
Board Member Armijo – Present  
Board Secretary Romero – Present  
Board Vice President Lujan – Present  
Board President Duran – Present

**RECORDER:** Marsha G. Archuleta

**ALSO PRESENT:** L. Larryssa Archuleta, Superintendent

Mari Hillis	John Tiernan	Dr. Sam Minner	Max Baca
Andrew Ehling	Sylvia Baca		

**APPROVAL OF AGENDA:**

Board President Duran asked to review the agenda and make any adjustments that may be required. **\*Motion by Board Secretary Romero to approve the agenda as presented. Motion seconded by Board Member Armijo. Motion passed unanimously.**

**PUBLIC INPUT:**

None

**PRESENTATION:**

- A. Winter Activities – Superintendent Archuleta provided an overview of the Girls and Boys Basketball Programs as submitted by Head Coaches Jose “Majic” Medina and Manuel Romero. She highlighted the awards and accolades earned by both teams for their seasons. Girls’ varsity team finished with an overall record of 15-15 regular season and 6-2 in district play. Boys’ varsity team finished with an overall record of 22-8.

**MINUTES:**

- A. Discussion/Action: Minutes for Regular Board Meeting – March 19, 2020 – **\*Motion by Board Vice President Lujan to approve the minutes for the regular board meeting March 19, 2020. Motion seconded by Board Secretary Romero. Motion passed unanimously.**

**NEW BUSINESS:**

- A. Discussion/Action: New Mexico Highlands University Proposal – Dr. Sam Minner, President of New Mexico Highlands University (NMHU), addressed the board regarding a long-term lease agreement with Las Vegas City Schools and NMHU to utilize and modify the track and field area at Memorial Middle School (MMS). If approved the track and field area at MMS would provide a

home for the NMHU Women's Soccer program for practice and competition. He stated that NCAA regulations require certain minimum width and length specifications for the field. Dr. Minner stated that the Rocky Mountain Athletic Conference allows games to be played on fields that do not meet the requirements but the visiting coach has the right to refuse to play if the field does not meet NCAA standards or feels it is unsafe to play. Following turn replacement at the Sanchez Stadium at NMHU, visiting teams have refused to play on the field. Due to the less than minimum length and unsafe concrete/drainage system within one yard of the sideline. The proposed agreement would be a long-term lease of the MMS field including bleachers, press box and official's locker rooms, 10 year lease, NMHU would be responsible for all necessary capital improvement costs, upgrades, security, and annual maintenance to meet NCAA standards. NMHU would pay for all utilities in support of the field (i.e. water, electricity, etc.). The scope of the project would include enlarging the playing surface to 70 yards by 120 yards, replace heads or expand existing sprinkler system if needed, lay sod to bring total width of grass surface to over 75 yards, overseed current playing surface, any other needed improvements to ensure quality of field for NCAA or RMAC specifications, remodel or maintain portion of the building to serve as official's locker room if needed, and build a small storage shed for equipment. The location would be mutually agreed upon by both LVCS and NMHU. Dr. Minner stated that the proposal would need administrative approvals, discussion of effluent water permitting requirements, the drafting of a Memorandum of Understanding and lease agreement and any other details as needed. Board Member Lucero inquired if the district's water rights would be leased to NMHU during the lease for watering the field. Superintendent Archuleta stated that details of the agreement would need to be discussed further. Board Secretary Romero asked if the configuration of the existing field. President Minner stated the configuration would not be changed. Board Member Armijo felt the proposal was a win-win for all parties. He inquired if our soccer teams would be able to use the field when completed. Andrew Ehling, NMHU Athletic Director, stated he didn't see a problem as long as NMHU had priority. President Minner stated that a schedule could be worked out in advance for use of the field. A committee comprised of LVCS and NMHU representatives was suggested to meet and discuss the details further. Board Member Lucero and Board Member Armijo volunteered as board members to be on the committee. No action taken on agenda item.

- B. Discussion/Action: Policy K-1000 Public's Right to Know/Freedom of Information – 2<sup>nd</sup> reading/final reading – Superintendent Archuleta stated this reading is an amendment to the existing policy and recommended approval as the 2<sup>nd</sup> and final reading. The policy includes the fee amount to \$1.00 per page levied on each request to cover the cost of making copies, staff time, computer time and materials. **\*Motion by Board Member Lucero to approve Policy K-1000 Public's Right to Know/Freedom of Information as the 2<sup>nd</sup>/final reading. Motion seconded by Board Secretary Romero. Motion passed unanimously.**
- C. Discussion/Action: NMSBA 2020 Scholarship – Superintendent Archuleta reviewed the information sent by Joe Guillen, New Mexico School Boards Association (NMSBA), regarding the nomination of a student for the NMSBA Scholarship. Board President Duran nominated Krysta Cunico who has demonstrated outstanding leadership skills, academic achievement, community involvement, participated in extra-curricular activities and other community awards/activities. Her current cumulative grade point average is a 4.0 and ranked 1 of 114 students. **\*Motion by Board Secretary Romero to nominate Krysta Cunico for the NMSBA Scholarship. Motion seconded by Board Member Lucero. Motion passed unanimously.**
- D. Discussion/Action: 2020-2021 School Calendar – Superintendent Archuleta stated that in previous years a calendar committee would discuss and draft two calendar options for staff to review and vote on. With the current COVID-19 issue at hand, a different approach was taken this year. Two school calendars were created, emailed to staff and they were asked to provide feedback and suggestions for the calendars. The suggestions were added to the two calendars. Calendar option one had the most votes. Professional development days are included monthly for elementary staff and every other month for all staff (elementary and secondary staff). **\*Motion by Board Member**

**Lucero to approve calendar one for the 2020-2021 school year. Motion seconded by Board Member Armijo. Motion passed unanimously.**

- E. Discussion: Update on RFP for Legal Services – Superintendent Archuleta stated that the deadline to submit RFPs for legal services was April 14, 2020 at 10:00 am. Two law firms submitted proposals. Stated a committee would be formed to review the proposals and assign points according to the rubric. Board Secretary Romero asked who would be on the committee. Superintendent Archuleta stated it would include a community member, parent, administrator, herself and a representative from the business office. She stated it would not be Ms. Mari Hillis as she is the district procurement officer. Once the committee has met and awarded points according to the rubric, the information would be presented to the board for review and approval.
- F. Finance Committee – The finance committee met April 16, 2020 and tabled the minutes for the past two meetings. Bank reconciliation report for the General Fund and Student Activity Fund were reviewed as of February 29, 2020 and March 31, 2020. No variances were noted between the bank and general ledger balances. The Student Activity Fund Balance Reports for the past 2 months were reviewed and no variances were noted. The committee reviewed the following reports for February and March: Cash Report by Fund, Revenues and Expenditures Budget versus Actual Report, RFR Report, Bond Building & SB-9 Report, List of POs, list of all student activity donations, Pledged Collateral Report and the Supplemental Pay Report.

The committee reviewed and recommended approval from the Board for the amended by contracts for ARM Transportation and Orlando Martinez. The amended contracts include rental fees for new buses for ARM Transportation and Orlando Martinez.

The 2020-2021 operating budget is due May 5, 2020. Items to note are: 4% increase for all staff and an increase in insurance premiums of 8.7% for high option and 2.1% for low option. Federal revenue collected in February was \$127,870 and \$29,709 for March. Outstanding RFRs total \$976,143 as of March 2020.

The finance committee recommended ratification approval of the following BARs: BAR #069-000-1920-0021-T for Fund 24106 IDEA-B transfer BAR; BAR #069-000-1920-0022-I for Fund 13000 Transportation increase of \$57,268; BAR #069-000-1920-0023-IB for Fund 31703 Capital Outlay SB-9 for \$40,335; BAR #069-000-1920-0024-T for Fund 24154 Title II transfer BAR; and BAR #069-000-1920-0025-I for Fund 25171 CYFD for \$91,443. **\*Motion by Board Vice President Lujan to ratify/approve all BARs at one time: BAR #069-000-1920-0021-T for Fund 24106 IDEA-B transfer BAR; BAR #069-000-1920-0022-I for Fund 13000 Transportation increase of \$57,268; BAR #069-000-1920-0023-IB for Fund 31703 Capital Outlay SB-9 for \$40,335; BAR #069-000-1920-0024-T for Fund 24154 Title II transfer BAR; and BAR #069-000-1920-0025-I for Fund 25171 CYFD for \$91,443. Motion seconded by Board Member Lucero. Motion passed unanimously.**

- 1. Discussion/Action: Amended contracts for Bus Contractors - **\*Motion by Board Secretary Romero to approve the amended contracts for Bus Contractors. Motion seconded by Board Member Lucero. Motion passed unanimously.**
- G. Capital Outlay – Superintendent Archuleta provided an overview of the Capital Outlay committee meeting that took place April 16, 2020. The school security award at Mike Mateo Sena and Robertson High School is pending. The Mike Mateo Sena playground has not been updated in more than 15 years. The project was awarded to Franken Construction. It was cleared so that boarders and ADA compliant ramps can be installed. Slide and swing areas have been upgraded and meet state standards including the 12” mulch. NorthEastern Construction was awarded the bid for Memorial Middle School for the landscape, drainage, sidewalks and gutter project. The life skills room project for Memorial Middle School will go out to bid May 6, 2020. The Los Niños project is underway with eight classrooms being worked on. The project has weekly meetings regarding progress. Sierra Vista’s playground has not been updated in more than 15 years. The

playground like that of Mike Mateo Sena was cleared so that boarders and ADA compliant ramps can be installed. Slide and swing areas have been upgraded and meet the requirements set forth by the state including the 12" deep mulch. Score boards at Robertson High School will be replaced for Girls Softball, Boys Baseball and Boys/Girls replacement box as they have not been replaced in more than 15 years. Reviewing new MCR for the fence at Robertson for code enforcement from State Fire Marshal's office. Painting bid for McFarland was awarded to Right Choice Painting. Legislative appropriation requests from the district is \$48,000 for Mariachi and \$1.4 million for Memorial Middle School.

H. Audit Committee Report – Superintendent Archuleta stated there weren't any new updates regarding the audit committee.

I. Superintendent's Report

1. Personnel – Retirees – Superintendent Archuleta announced the names of employees retiring or resigning at the end of the school year: Gary O'Hair, Lorraine Ruby Barrett, Leasa Martinez, Rose Montoya, Benny Ortiz, Martin Sena, Guadalupe Tafoya-Vigil and Andrea Ximenez.
2. District Update – Educational Plan – Superintendent Archuleta provided information about the educational plan regarding remote learning, graduation, and academics. Graduation was postponed. Caps and gowns will be distributed to students May 11 and 12. Planning a senior celebration possibly at the Fort Union Drive-In. Counselors are working with seniors for the Alternative Demonstration of Competency. Students will earn letter grades so that students can earn credit. Students at MMS and RHS will be graded on 12 assignments and semester exam all through google classroom and other approved programs such as Khan Academy. Credit recovery for senior students needing to make up credits will be available. A survey was sent to parents asking how many students may need assistance, types of technology available at home, knowledge of technology apps and resources. Students receiving services will continue to receive the services as required. Amount of recommended instruction for students during this stay at home order in grades K-1 is 45 minutes/day; grades 2-3 is 60 minutes/day; grades 4-5 is 90 minutes/day and grades 6-12 is 3 hours/day. Grab and Go breakfast and lunch meals are continuing; 10,130 meals have been served as of April 13, 2020.

#### **EXECUTIVE SESSION:**

The Board of Education convened in closed session pursuant to NMSA 1978 Section 10-15-1-H (5) meetings for the discussion of bargaining strategy preliminary to collective bargaining negotiations between the policymaking body and a bargaining unit representing the employees of that policymaking body and the representatives of the collective bargaining unit are present specifically the Certified Collective Bargaining Agreement 2019-2021; NMSA 1978 Section 10-15-1-H (2) discussion of limited personnel matters; and NMSA 1978 Section 10-15-1-H (7) meetings subject to the attorney-client privilege pertaining to threatened or pending litigation in which the public body is or may become a participant.

**\*Motion by Board Vice President Lujan to convene in closed session pursuant to NMSA 1978 Section 10-15-1-H (5) meetings for the discussion of bargaining strategy preliminary to collective bargaining negotiations between the policymaking body and a bargaining unit representing the employees of that policymaking body and the representatives of the collective bargaining unit are present specifically the Certified Collective Bargaining Agreement 2019-2021; NMSA 1978 Section 10-15-1-H (2) discussion of limited personnel matters; and NMSA 1978 Section 10-15-1-H (7) meetings subject to the attorney-client privilege pertaining to threatened or pending litigation in which the public body is or may become a participant. Motion seconded by Board Member Lucero.**

ROLL CALL: Board President Duran called for roll call:

Board Member Lucero – Yes  
Board Member Armijo – Yes  
Board Secretary Romero – Yes  
Board Vice President Lujan – Yes  
Board President Duran – Yes

Board entered into executive session at 6:30 pm.

**Motion by Board Member Lucero to reconvene to regular session from Executive Session. Motion seconded by Board Secretary Romero.**

ROLL CALL: Board President Duran called for roll call:

Board Member Lucero - Yes  
Board Member Armijo – Yes  
Board Secretary Romero – Yes  
Board Vice President Lujan – Yes  
Board President Duran – Yes

**Board reconvened to regular session from Executive Session at 6:49 pm. Board President Duran stated that the Board of Education convened into Executive Session pursuant to NMSA 1978 Section 10-15-1-H (5) meetings for the discussion of bargaining strategy preliminary to collective bargaining negotiations between the policymaking body and a bargaining unit representing the employees of that policymaking body and the representatives of the collective bargaining unit are present specifically the Certified Collective Bargaining Agreement 2019-2021; NMSA 1978 Section 10-15-1-H (2) discussion of limited personnel matters; and NMSA 1978 Section 10-15-1-H (7) meetings subject to the attorney-client privilege pertaining to threatened or pending litigation in which the public body is or may become a participant and no action was taken.**

**ACTION:**

- A. The board may take action regarding the Certified Collective Bargaining Agreement 2019-2021 – Superintendent Archuleta recommended approval of the Certified Collective Bargaining Agreement 2019-2021. \*Motion by Board Member Lucero to approve the Certified Collective Bargaining Agreement 2019-2021. Motion seconded by Board Secretary Romero. Motion passed unanimously.**

**FUTURE PLANNING:**

- A. The next regular board meeting is scheduled for May 21, 2020 at 5:15 pm.**

**ADJOURNMENT:**

**\*Motion by Board Vice President Lujan to adjourn. Motion seconded by Board Member Lucero. Motion passed unanimously to adjourn at 6:50 pm.**

***\*Denotes Action Required***

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Robert Duran III, Board President



Dennis E. Romero, Board Secretary

**APPROVED: May 21, 2020**