

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

February 19, 2019

A Regular Board Meeting of the Las Vegas City Schools Board of Education was held at the Administrative Building Board Room located at 901 Douglas Avenue, in Las Vegas, New Mexico at 5:15 p.m. on the 19<sup>th</sup> day of February 2019.

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

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

Student Representative Montoya - Absent  
Board Member Lujan – Absent  
Board Member Lovato Pacheco – Present  
Board Secretary Lucero – Present  
Board Vice President Duran – Present  
Board President Romero – Present

**RECORDER:** Marsha G. Archuleta

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

Tom Meserve	John Tiernan	Michell Aragon	Cindy Browning
Cathy Gallegos	Laurieann Carla Pacheco	Christine Silva	Suzanna Silva
Paul Gonzales	Donna Lucero	Mike Boyle	Mia Dimmette
Juan Carlos Fulgenzi	Sean Medrano	Mari Hillis	Leasa Martinez

(One name not legible)

**APPROVAL OF AGENDA:**

Board President Romero asked to review the agenda and make any adjustments that may be required. Acting Superintendent Archuleta recommended approval of the agenda as presented. **\*Motion by Board Secretary Lucero to approve the agenda as presented. Motion seconded by Board Vice President Duran. Motion passed unanimously.**

**PUBLIC INPUT:**

None

**PRESENTATION:**

- A. Employees of the Month – Board President Romero and Acting Superintendent Archuleta announced the employees of the month: Jacob Kelly, Robertson High School; Christine Silva, Silas Lopez Early Childhood Center; Johnny Saiz, Memorial Middle School; Cathy Swedlund, Los Niños Elementary; Lucas Sanchez, Sierra Vista Elementary; Cindy Browning, Mike Mateo Sena Elementary; Mike Griego, Maintenance and Transportation and Charlene Jiron, Central Office.
- B. Students of the Month – Board President Romero announced the students of the month from Memorial Middle School for the month of January: Faith Jorene Schlinger, Alessandro Rodriguez, Angelica Vigil and Kenneth Montoya; February students of the month: Julianna Dominguez, Ethan Garcia, Aubrey Weinstein and Mateo Benavidez.
- C. Amy Hufnal, RHS Drama Teacher – Ms. Hufnal shared information about the Robertson Theatre Program. She indicated she has been teaching theatre, orchestra, band, and art for 38 years and

is extremely excited to be teaching at Robertson. The two theatre classes at RHS have performed a couple of shows for students in the district. She is producing and directing a musical with the students; and, along with the students and Mr. Boyle's wood shop class is making the backdrops and props for the production. The musical is Into the Woods Junior and will take place April 12, 2109 at 7pm for the general public at McFarland Hall with a morning session taking place for elementary students.

- D. Sean Medrano, NorthEastern Construction – Mr. Medrano addressed the board regarding the services and capabilities his company can provide. He indicated that they are CES certified. Provided some background on his business: been in business since 2006, started off small and currently has 20-25 full time employees, capable of handling million dollar jobs, has management and architectural services, engineering services through contacts and has an office locally.

#### MINUTES:

- A. Discussion/Approval: Minutes for Regular Board Meeting – January 17, 2019 – **\*Motion by Board Secretary Lucero to approve the minutes for regular board meeting January 17, 2019. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- B. Discussion/Approval: Minutes for Special Board Meeting – January 22, 2019 - **\*Motion by Board Secretary Lucero to approve the minutes for special board meeting January 22, 2019. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- C. Discussion/Approval: Minutes for Special Board Meeting – February 4, 2019 - **\*Motion by Board Secretary Lucero to approve the minutes for special board meeting February 4, 2019. Motion seconded by Board Vice President Duran. Motion passed unanimously.**

#### NEW BUSINESS:

- A. Discussion/Action Item: Publicly acknowledge the ambiguity caused by the listing New Business item F as "Discussion" only on the Agenda for the December 21, 2018 meeting, provide a summary of the discussion regarding the discussion about the importance and value of public opinion and input regarding the idea of consolidating of the Las Vegas City Schools with the West Las Vegas Schools, including reading of the Minutes from the December 21, 2018 Board Meeting, take the action again "to include the question of the community's support of consolidation on the next board election." – Board President Romero indicated that a letter was sent to the Attorney General's office indicating that the board had violated the Open Meetings Act. Indicated that the minutes were from the December 20, 2018 regular board meeting and read them aloud. Board President Romero entertained a motion regarding placing the question of whether the voters would support consolidation between Las Vegas City Schools and West Las Vegas Schools on the next election. **\*Motion by Board President Romero to place the question asking the voters and public if they would be in support of the consolidation of Las Vegas City Schools and West Las Vegas Schools on the next school board election. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- B. Discussion/Action Item: Tuition Assistance – 1<sup>st</sup> reading (new policy request) – Acting Superintendent Archuleta recommended the board accept the proposed policy as the 1<sup>st</sup> reading. Indicated that there wasn't a policy in place that would assist employees seeking to continue their education with tuition expenses. Board Secretary Lucero asked that it be sent to the policy services advisor to review the terminology. Board Member Lovato Pacheco suggested that if approved that employees commit to a minimum of five years to the district if tuition assistance is granted to continue their education. **\*Motion by Board Member Lovato Pacheco to accept the Tuition Assistance policy request as the 1<sup>st</sup> reading. Motion seconded by Board Secretary Lucero. Motion passed unanimously.**
- C. Discussion/Action Item: Business Professionals of America – request for out of state travel to Anaheim, CA for Nationals – Superintendent Archuleta asked that the item be tabled as the Business Professionals of America (BPA) were not able to attend the meeting. **\*Motion by Board**

**Member Lovato Pacheco to table the BPA request for out of state travel to Anaheim, CA for Nationals. Motion seconded by Board Secretary Lucero. Motion passed unanimously.**

- D. Discussion/Action Item: MESA Senior Incentive Field Trip – request for financial assistance and out of state travel to San Francisco, CA – Mike Boyle, MESA Advisor addressed the board regarding the Senior Incentive Field Trip (SIFT). Mr. Boyle outlined the itinerary of the trip and indicated that he as chaperone and one senior from Robertson would be participating with a group of 30 other MESA members on the SIFT to San Francisco, CA. He indicated that the MESA organization is covering all other expenses and is requesting lodging for the night prior to departure and transportation to the airport. **\*Motion by Board Member Lovato Pacheco to approve the out of state travel for the MESA SIFT to San Francisco, CA for Mr. Boyle and student to include accommodations, transportation to and from airport and \$100 per student. Motion seconded by Board Secretary Lucero. Motion passed unanimously.**
- E. Discussion/Action Item: RHS Tennis – request for out of state travel to Texas – Juan Carlos Fulgenzi addressed the board requesting out of state travel for the RHS Boys and Girls Tennis Teams for the upcoming Spring season. The teams have been invited to participate in two invites: one in Seminole, Texas and the other in Amarillo, Texas. Board Member Lovato Pacheco asked if the team would also be requesting financial support of which Mr. Fulgenzi said no as the costs would be associated with athletics. **\*Motion by Board Member Lovato Pacheco to approve the out of state travel for the RHS Boys and Girls Tennis Teams to Texas. Motion seconded by Board Secretary Lucero. Motion passed unanimously.**
- F. Finance Committee Report –

1. BARs – Transfers/Expenditures/Awards - The Finance Committee met February 19, 2019 at 4:00 pm. Minutes for December 18, 2018 and January 15, 2019 were reviewed and approved.

The bank reconciliation reports for the General Fund and Student Activity Fund were reviewed as of January 31, 2019 of which there were no variances noted between the bank balances and general ledger balances. The Student Activity fund balance report was reviewed and no variances were noted.

The Cash Report by Fund, Budget versus Actual Report, RFR Report, Bond Building & SB-9 Report, List of Open POs, Pledged Collateral Letter, and Supplemental Pay Report was also reviewed. It was noted that the District did receive E-rate funding of approximately \$177,000.

The committee discussed increasing the substitute hourly pay from \$9 per hour to \$10 per hour. The increase will impact 7 custodians and 2 cooks. Based on the discussion, it appears the increase for the remainder of the year is affordable for the District. The committee recommended the Board approve an increase for the Substitutes to \$10 per hour for the remainder of the school year.

The committee also discussed the increase for bus drivers to \$15.25 for driving and non-driving due to the lack of bus drivers. Based on the discussion, it appears the increase is affordable to the District. The committee recommended the Board approve an increase to \$15.25 per hour for non-driving hours for bus drivers.

The federal RFR revenue collected in January was \$102,195; outstanding RFRs total \$468,891. Board Member Lovato Pacheco asked if substitutes included substitute maintenance, custodians and cooks. Acting Superintendent Archuleta indicated that it did include those employees. Mari Hillis, Director of Finance, indicated that she would provide the updated salary schedule for those classifications and the adjusted salaries so

that the board can review the revised salary schedules. Board Secretary Lucero stated he would like to hold off acting on the recommendation until all the information is presented and it is properly listed on the agenda as a discussion/action item.

- G. Audit Committee Report – Mari Hillis reported that the district received authorization to release the 2018 audit report. Stated that once the hard copy arrives in district, it will be placed on the agenda as a recommendation for approval by the board. Board Member Lovato Pacheco asked that the Auditor be present at the next board meeting.

H. Superintendent's Report –

1. Student Representative – Acting Superintendent Archuleta stated that the Student Representative's report was available for review and to advise if there were any questions.
2. Personnel – Acting Superintendent Archuleta reported the following hires: Dolores Sanchez-Sena, Gale Cunico, Diane Garcia-Herrera, Faith Gelvin and Kenneth Jenkins. She reviewed the list of vacant positions.
3. Maintenance – Tom Meserve, Director of Operations, reported that the water leak in from of McFarland Hall was repaired, there was quite a bit of snow removal at the beginning of the month due to the two snow storms, continuing the concrete work at Robertson, and the exterior lights at Mike Mateo Sena were repaired. Stated that the locks for the bathroom stalls arrived and will be installed.
4. Transportation – Tom Meserve reported that there were 33 trips last month. Two buses have some filters on the diesel engines that are giving some trouble. He is recommending the gas engines for routes buses in town and diesel for out of town trips. Board Vice President Duran asked how many buses are due to be replaced. Mr. Meserve stated four buses should have been replaced last year and the district is still waiting to receive them.
5. Information Technology – John Tiernan, Director of Information Technology, reported that a Security Committee has been established that would look at our security systems currently in place and the responsibility of each area, there are some minor intercom issues that have been reported regarding volume, asked that IT support tickets be submitted so that issues can be addressed, applied for three more e-rate projects for wiring various computer labs, shared that the district received \$909,803.13 from e-rate for the 2017-2018 fiscal year, additional funding from BDCP is still pending, an instructional technology committee has been established for determining technology goals in the classroom, and the door access system at RHS and MMS is in place.
6. Bilingual Education – Carla Pacheco, Director of Bilingual Education, reported that ACCESS Testers were moving through the district and had completed the test administration at Los Niños Elementary, Robertson High School and Memorial Middle School. A representative from Imagine Learning visited the RHS EL class and provided supports for data to the teacher. Ms. Pacheco reported she will be sending some staff for ELL training, a parent night for ELL students will take place in the Spring, she will be attending a Bilingual meeting next week and is working on the Bilingual application.
7. Student Nutrition – Pat Baca, Director of Student Nutrition, submitted the monthly claims summary for January 2019.
8. Special Education – Leasa Martinez, Special Education Coordinator, stated that she attended the Winter Academy for Special Education Coordinators and will be sharing information about present levels of performance and goals with her staff, a group from UNM will be coming to review current levels of performance and goals, they will provide some feedback ensuring instruction meets goals, indicated that through our partnership with NEREC relating to assistive technology evaluations they found that C-Pens are very

effective for students. The C-Pen is an assistive technology device that assists with reading and learning. The price for each pen is approximately \$250.00.

9. Athletics – Juan Carlos Fulgenzi, Director of Co-Curricular Activities, reported that the winter sport season is coming to an end. The wrestling team competed in the district individuals' tournament and had five district champs, four runners up and five third place finishers. They will compete at the state tournament. Captured the district team title. Basketball is preparing for district tournaments. Spring sports officially started 2/11/2019. Upcoming competitions include: Business Professionals of America, E-Sports, State Band and State Choir.
10. Safety and Wellness – Michell Aragon, Safety and Wellness Coordinator, shared that the dental screenings were completed, hosting an immunization clinic in April, planning a Staff Health Fair March 22<sup>nd</sup> during Parent/Teacher Conferences, about 25 people took advantage of Flu Shots, all inspections for fire safety were completed and reports were sent to school sites, POMS & Associates presented in classrooms showing staff and students what to do in the event of an active shooter. The Emergency Planning Committee will be working on the safe schools guide. Tutoring for elementary and middle school students will continue through April.
11. School Site Reports – Superintendent Archuleta advised the board that the school site reports were available for their review and to advise her with any questions or concerns.

#### **EXECUTIVE SESSION:**

The Board of Education convened in closed session pursuant to NMSA 1978 Section 10-15-1-H (2) to discuss options for filling the vacancy of the position of Superintendent; 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 Duran to convene in closed session pursuant to NMSA 1978 Section 10-15-1-H (2) to discuss options for filling the vacancy of the position of Superintendent; 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 Secretary Lucero:**

ROLL CALL: Board President Romero called for roll call:

Board Member Lujan – Absent  
Board Member Lovato Pacheco – Yes  
Board Secretary Lucero – Yes  
Board Vice President Duran – Yes  
Board President Romero – Yes

Board entered into executive session at 6:20 pm.

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

ROLL CALL: Board President Romero called for roll call:

Board Member Lujan – Absent  
Board Member Lovato Pacheco – Yes  
Board Secretary Lucero – Yes  
Board Vice President Duran – Yes  
Board President Romero – Yes



Board reconvened to regular session from Executive Session at 7:28 pm. Board President Romero stated that the Board of Education convened into Executive Session pursuant to NMSA 1978 Section 10-15-1-H (2) to discuss options for filling the vacancy of the position of Superintendent; 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 ITEM:**

- A. The Board of Education may take action to fill the position of Superintendent - **\*Motion by Board Secretary Lucero to fill the position of Superintendent with current Acting Superintendent Larryssa Archuleta. Motion seconded by Board Member Lovato Pacheco.**

ROLL CALL: Board President Romero called for roll call:

Board Member Lujan – Absent  
Board Member Lovato Pacheco – Yes  
Board Secretary Lucero – Yes  
Board Vice President Duran – Yes  
Board President Romero – Yes

**Motion passed unanimously to fill the position of Superintendent with Larryssa Archuleta.**

**FUTURE PLANNING:**

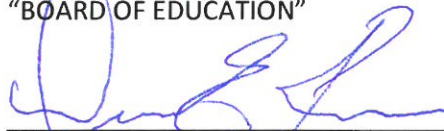
- A. The NMSBA 2019 Board Member Institute is scheduled for February 21-23, 2019 at the Eldorado Hotel in Santa Fe, NM.
- B. Discuss/Action Item: Regular Board Meeting – Thursday, March 21, 2019 at 5:00 pm. – The Board of Education may take action to change the regularly scheduled board meeting – Superintendent Archuleta asked if the board would consider changing the March regular board meeting from March 21<sup>st</sup> to Monday, March 18, 2019 due to a previous commitment. **\*Motion by Board Member Lovato Pacheco to move the regularly scheduled board meeting from March 21, 2019 to Monday, March 18, 2019 at 5:15 pm. Motion seconded by Board Secretary Lucero. Motion passed unanimously.**

**ADJOURNMENT:**

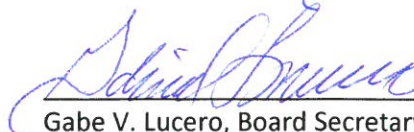
**\*Motion by Board President Romero to adjourn. Motion seconded by Board Secretary Lucero. Motion passed unanimously to adjourn at 7:33 pm.**

***\*Denotes Action Required***

LAS VEGAS CITY SCHOOLS  
"BOARD OF EDUCATION"



Dennis E. Romero, Board President



Gabe V. Lucero, Board Secretary

**APPROVED: March 18, 2019**