

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

October 21, 2021

A Regular Board Meeting of the Las Vegas City Schools Board of Education was held at the Administrative Building located at 901 Douglas Avenue, Las Vegas, New Mexico 87701 at 5:15 pm on the 21<sup>st</sup> day of October 2021.

A quorum was present; the meeting was called to order by Board President Romero. The meeting began with the Pledge of Allegiance. Board President Romero asked for a moment of silence for Virginia Lujan, a longtime educator that recently passed. Those present were as follows:

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

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

**RECORDER:** Marsha G. Archuleta

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

Gwen Albers	Tomasita Medina	Seferino Medina	Corazzon Medina
Raquel Peña	Rita Bustamante	Elaine Martinez-Gonzalez	Vanessa Garcia
Mari Hillis	Thomas Trujillo	Rosanne Dimas	Daniella Montoya
Juan Carlos Fulgenzi	Christina Gonzales	John Tiernan	Mike Yara
Pat Baca	Donna Lucero		

**APPROVAL OF AGENDA:**

Board President Romero asked to review the agenda and make any adjustments that may be required.

**\*Motion by Board Vice President Armijo to approve the agenda as presented. Motion seconded by Board Secretary Duran. Motion passed unanimously.**

**PUBLIC INPUT:**

Corazzon Medina from the 24/7 Tobacco Free Schools addressed the board with a request that the district's policy on tobacco be reviewed. She shared the importance of reviewing and updating the policies that meet the department of health's standards for students, staff and visitors.

**ACCOLADES:**

- A. Student Nutrition Department – Applesed New Mexico Grown Award – Pat Baca, Director of Student Nutrition, shared that the district received the award for participating in the New Mexico Grown grant. The district partners with the Manzanita Coop by purchasing locally grown fruits and vegetables as part of the Farm to Table initiative. Stated that the district has been involved for approximately 9 years and that this is the first year the award has been given to an entity. The grant funds approximately \$6,000 per year to purchase fruits and vegetables locally.

**PRESENTATION:**

- A. Special Education Annual Determination Data – Thomas P. Trujillo, Director of Special Education, advised the board of the recent annual determination data released regarding compliance

indicators for special education services. All indicators demonstrated that the district was in compliance which means that reliable data was submitted valid and accurate. Audit results of the data showed no audit findings.

Mr. Trujillo shared the MAXCapture provider time tracking solution that would benefit his department. The module would assist in tracking a comprehensive view of a provider's time including provider administrative activities, travel related activities and other activities related to students and direct services they receive. A representative from Sivic Solutions Group, Amanda Mirabal, assisted in demonstrating the abilities and features of the program. Mr. Trujillo indicated the program would be an asset in maximizing all Medicaid claims and with reporting to the required state agencies.

#### MINUTES:

- A. Discussion/Action: Minutes for Regular Board Meeting – September 16, 2021 – **\*Motion by Board Secretary Duran to approve the minutes for the regular board meeting September 16, 2021. Motion seconded by Board Vice President Armijo. Motion passed unanimously.**
- B. Discussion/Action: Minutes for Special Board Meeting – September 27, 2021 - **\*Motion by Board Secretary Duran to approve the minutes for the special board meeting September 27, 2021. Motion seconded by Board Vice President Armijo. Motion passed unanimously.**

#### NEW BUSINESS:

- A. Discussion/Action: Student Representative to the Board of Education – Mikaella Sena – Superintendent Archuleta announced that Mikaella Sena was selected as the Student Representative for the 2021-2022 school year. She stated that her swearing in would take place in November as she is a student athlete and was playing at an out of town game the same night as the board meeting.
- B. Discussion/Action: RFP #2021-001 Award for Architectural and/or Engineering Services for Sierra Vista Elementary – Vigil and Associates – Superintendent Archuleta stated that the committee selected Vigil and Associates. A notification letter would be sent to the firm advising them that they were awarded the project. She stated that all firms impressed the committee during their presentation. One aspect in particular that moved the committee was their concern for students and maintaining their learning environment. Superintendent Archuleta recommended approval. **\*Motion by Board Vice President Armijo to approve Vigil and Associates as the Architectural and/or Engineering Services firm for the Sierra Vista Project for RFP #2021-001. Motion seconded by Board President Romero. Motion passed unanimously.**
- C. Discussion/Action: Fixed Assets Inventory certification – Mari Hillis, Director of Finance, indicated the list was not available. Superintendent Archuleta asked that the item be tabled. **\*Motion by Board Secretary Duran to table the Fixed Assets Inventory certification. Motion seconded by Board Vice President Armijo. Motion passed unanimously.**
- D. Discussion/Action: Honeywell HVAC at Mike Marr Gym – Superintendent Archuleta indicated that once design professionals were selected, plans were submitted for the antiquated building to upgrade the heating cooling and ventilation (HVAC) system that is over 40 years old. The district has repaired the HVAC over the years but the system is in need of a complete overhaul. The total project amount is approximately \$1.4 million. The gymnasium is not only used as a classroom/learning environment and for athletics but for the community as well. Superintendent Archuleta recommended approval. **\*Motion by Board Secretary Duran to approve Honeywell for the HVAC system at Mike Marr Gym. Motion seconded by Board President Romero. Motion passed unanimously.**

- E. Finance Committee – The finance committee met October 20, 2021 and reviewed the September 30, 2021 bank reconciliation reports for the General Fund and Student Activity Fund. No variances were noted between the bank and the general ledger balances. The September 2021 Student Activity Fund Balance Report was reviewed and no variances were noted.

The committee also reviewed the Cash Report by Fund, Revenues and Expenditures Budget versus Actual Report, RFR Report, Capital Outlay Report, list of donations, list of open purchase orders \$50,000 and above, pledged collateral letter and Supplemental Pay Report. The following BARs were reviewed and recommended for ratification: BAR #069-000-2122-0002-IB Fund 27407 Family Income Index for \$57,128 and BAR #069-000-2122-0003-IB Fund 24316 Air Quality Award for \$19,412. Outstanding RFRs total \$161,738.40 as of September 30, 2021. Next finance committee meeting is scheduled for November 15, 2021.

- 1. Discussion/Action: BARs/Transfers/Expenditures/Awards/Donations: - **\*Motion by Board Secretary Duran to ratify BAR #069-000-2122-0002-IB Fund 27407 Family Income Index for \$57,128 and BAR #069-000-2122-0003-IB Fund 24316 Air Quality Award for \$19,412. Motion seconded by Board Vice President Armijo. Motion passed unanimously.**
- F. Capital Outlay – Superintendent Archuleta shared the status of projects throughout the district. She stated that there was an emergency at Mike Mateo Sena Elementary. Emergency repairs were in progress due to the heating unit in the classrooms and cafeteria going out. The marquee sign project was completed at Memorial Middle School. Construction was complete at Los Niños Elementary. Turf and rock entrance will be done at a cost of approximately \$25,962.41. A similar project to the entry way at Sierra Vista will also be done and will include the removal of some trees at approximately \$26,386.27. Vigil and Associates were selected as the Architectural and Engineering firm for the Sierra Vista Project. The marquee sign at Robertson was installed and in operation. The heating cooling and ventilation (HVAC) project at Mike Marr Gym is estimated at \$1.4 million. The district submitted for new funding to PSFA for the Paul D. Henry demolition. If approved, there would be no cost to the district and would be fully funded by the legislative bill.
- G. Audit Committee Report – Mari Hillis, Director of Finance, reported that the Audit Committee would be meeting in the next week to review the audit. The 2020-2021 audit is due October 31, 2021.
- H. Superintendent’s Report:
  - 1. Personnel Report – Staff – Superintendent Archuleta reported the hire of Alexander Abeyta, Janice Encinias, Christian Gutierrez, Belinda Laumbach, Anthony Ortiz, Juanita Salazar, Herbert White; resignation of Patricia Crockett, George Cruz, Eugene Garcia and Michael Wilbourn.
  - 2. District Update – Superintendent Archuleta shared that a staff celebration breakfast was scheduled for October 22, 2021. Student report cards will be distributed on October 22 for Parent Teacher Conferences. The honor roll for each school site will be sent to the local newspaper for publishing. A grant was awarded to the district that would assist in conducting surveillance testing. Staff training for the recent in-service included prepping for Parent Teacher conferences, interactive training with TVs, training with math curriculum, and safety & security. A meeting with New Mexico Highlands University for the golf course is scheduled. The district is providing tutoring for staff that need additional support for praxis. The quarterly newsletter will be out the first week in November. A parade and matanza hosted by Vecinos Juntos is scheduled for October 23, 2021.

**EXECUTIVE SESSION:**

The Board of Education will convene in closed session pursuant to NMSA 1978 Section 10-15-1-H (2) discussion of limited personnel matters specifically the Superintendent’s evaluation 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 Secretary Duran to convene in closed session pursuant to NMSA 1978 Section 10-15-1-H (2) discussion of limited personnel matters specifically the Superintendent’s evaluation 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 Vice President Armijo.**

ROLL CALL: Board President Romero called for roll call:

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

Board entered into executive session at 6:10 pm.

**Motion by Board Secretary Duran to reconvene to regular session from Executive Session. Motion seconded by Board Vice President Armijo.**

ROLL CALL: Board President Romero called for roll call:

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

**Board reconvened to regular session from Executive Session at 7:23 pm. Board President Romero stated that the Board of Education convened into Executive Session pursuant to NMSA 1978 Section 10-15-1-H (2) discussion of limited personnel matters specifically the Superintendent’s evaluation 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.**

**FUTURE PLANNING:**

- A. The next regular board meeting is scheduled for November 18, 2021 at 5:15 pm.

**ADJOURNMENT:**

**\*Motion by Board President Romero to adjourn. Motion seconded by Board Vice President Armijo. Motion passed unanimously to adjourn at 7:24 pm.**

***\*Denotes Action Required***

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Dennis E. Romero, Board President



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Robert Duran III, Board Secretary

**APPROVED: November 18, 2021**