

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

July 19, 2018

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 19th day of July 2018.

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:

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

RECORDER: Marsha G. Archuleta

ALSO PRESENT: Kelt L. Cooper, Superintendent

Ryan Lowery	Colleen Martinez	Cathy Gallegos	Jeremy Ortiz
Randel Gartin	Tom Meserve	Juan Carlos Fulgenzi	Donna Lucero
John Tiernan			

APPROVAL OF AGENDA:

*Board President Romero asked to review the agenda and make any adjustments that may be required. Superintendent Cooper asked that agenda item VIII. M-4 Student Nutrition and M-6 Safety and Wellness be removed from the agenda. ***Motion by Board Secretary Lucero to approve Superintendent Cooper's request to remove item VIII M-4 and M-6 and approve the remaining agenda as presented. Motion seconded by Board Vice President Duran. Motion passed unanimously.**

PUBLIC INPUT:

None

PRESENTATION:

- A. Jeremy Ortiz, Archis Design, provided the board with an update on the Los Niños Elementary project. Mr. Ortiz stated that an addition will be added to the southeast corner of the building, the design development phased has been completed and the construction document phase is in progress and should be completed by mid to late August. A site meeting was held to discuss phase one at Los Niños and the Greenhouse Project at Sierra Vista. Portables are scheduled to be delivered in the next couple of weeks with good progress noted on the projects. Bidding on construction should begin in September, contract award is scheduled for October with 9-10 months of construction to follow. Mr. Ortiz shared images of what the school will look like when completed to include the new location of the kitchen and cafeteria and the administrative offices of the school. The main entrance will be relocated to the south side of the school. The playground will be fenced, four new kindergarten classrooms will be added during the construction. Parking lot between the two schools should be completed by the start of school.

MINUTES:

- A. Discussion/Approval: Minutes for Regular Board Meeting – June 21, 2018 – ***Motion by Board Secretary Lucero to approve the minutes for regular board meeting June 21, 2018. Motion seconded by Board Member Lujan. Motion passed unanimously.**
- B. Discussion/Approval: Minutes for Special Board Meeting – June 23, 2018 - ***Motion by Board Secretary Lucero to approve the minutes for special board meeting June 23, 2018. Motion seconded by Board Member Lujan.**

NEW BUSINESS:

- A. Discussion/Approval: Open Meetings Resolution 2018-2019 - ***Motion by Board Member Lujan to approve Open Meetings Resolution 2018-2019. Motion seconded by Board Secretary Lucero. Motion passed unanimously.**
- B. Discussion/Approval: Special Instructional Program Policy amendment – 2nd/final reading - ***Motion by Board Member Lovato Pacheco to approve the Special Instructional Program Policy amendment – 2nd/final reading. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- C. Discussion/Ratification: K-3 Plus Program Application - ***Motion by Board Secretary Lucero to ratify the K-3 Plus Program Application. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- D. Discussion/Ratification: K-3 Plus 4-5 Pilot Program Application - ***Motion by Board Secretary Lucero to ratify the K-3 Plus 4-5 Pilot Program Application. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- E. Discussion/Ratification: Elementary Fine Arts Application - ***Motion by Board Secretary Lucero to ratify the Elementary Fine Arts Application. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- F. Discussion/Approval: Disposal of Computer Equipment – John Tiernan, Director of Information Technology, presented a list of unusable, outdated and/or obsolete technology equipment from Paul D. Henry and Memorial Middle School for disposal. ***Motion by Board Secretary Lucero to approve the disposal of the computer equipment as presented. Motion seconded by Board Member Lujan. Motion passed unanimously.**
- G. Discussion/Approval: Door Replacement Purchase Order – Tom Meserve, Director of Operations, provided information about the door replacement project at Robertson High School. Indicated that the replacement doors are for the Mike Marr Gym, Robertson High School main building, Career Education, and Patio Building (Memorial Middle School). Stated that the company is a CES vender from Albuquerque, NM. Superintendent Cooper advised the board that the project had been previously approved at a prior meeting and the request was submitted to the board for approval due to the amount exceeding \$50,000 and the purchase order amount is \$88,918.98. ***Motion by Board Member Lujan to approve the Door Replacement Purchase Order. Motion seconded by Board Secretary Lucero. Motion passed unanimously.**
- H. Discussion: District PARCC Scores – Superintendent Cooper shared that the PARCC scores have not been released by the New Mexico Public Education Department. Once the scores are released, a comparison can be made to previous years.
- I. Discussion: Summer School Report – Superintendent Cooper shared the number of students participating in the summer school programs. The elementary boot camp for grades 4-5 had 63 students; K-3 Plus and K-3 Plus 4-5 Programs had 158 students; Memorial Middle School E20/20 grades 7-8 had 7 students; and Robertson High School E20/20 had 19 students enrolled.
- J. Finance Committee Report –
 - 1. BARs – Transfers/Expenditures/Awards – The Finance Committee met July 18, 2018 and reviewed the bank reconciliation reports for the Student Activity Fund and General Fund as of June 30, 2018. No variances were noted between the bank balances and general

ledger balances. The Fund Balance Report for Student Activity Fund was reviewed with no variances noted.

The committee reviewed the Cash Report by fund, Budget versus Actual Report by fund, RFR Report, Bond Building and SB-9 Fund Report, List of Open POs, Pledged Collateral letter and Supplemental Pay Report. The 2018-2019 Final approved budget was reviewed and discussed. Request for Reimbursement (RFR) revenue collected in June totaled \$14,725. Total outstanding RFRs as of year-end total \$859,513.

The Finance Committee reviewed and discussed BARs 0044-0055 of which detail was provided. BARs were approved during the May 17, 2018 regular board meeting as part of the Year-End close out BAR.

- K. Audit Committee Report – Superintendent Cooper indicated that the auditors visited the district during the week of July 9-July 12, 2018.
- L. Capital Outlay Report – Superintendent Cooper stated that the Capital Outlay Committee met May 15, 2018 and discussed the current capital wide improvement projects in progress: the district will be submitting a Capital Outlay request July 27, 2018 for the renovation of Sierra Vista; submitting funding requests for security improvements at Mike Mateo Sena Elementary for the fencing, exterior windows and doors and lights by July 27, 2018; working on the interior door hardware, pricing for fencing and security camera systems at Robertson; waiting to receive final cost proposals for fire alarm upgrades at Silas Lopez Early Childhood Center and Mike Mateo Sena of which will be presented to the board for review and approval.
- M. Superintendent's Report –
 - 1. Personnel - Superintendent Cooper reported the following hires: John Garcia, Cindy Des Champs, Robert Armijo, Eloisa Muniz and Josephine Leger; resignations from Angela Benavidez, Ericka Encinias, Felicia Lovato, Kathleen Renee Romero and Wallace Schultz, and discussed the various vacancies throughout the district.
 - 2. Transportation – Tom Meserve presented a year-end analysis of the transportation department relating to activity trips, mileage for activity trips, number of passengers and vehicle passengers and total mileage to and from.
 - 3. Maintenance – Tom Meserve, Director of Operations, shared the total number of work orders submitted, work orders closed and open, stated that the staff is continuing the trimming of weeds around all campuses, waxing floors, cleaning all desks and tables in the classrooms and painting at Robertson.
 - 4. Information Technology – John Tiernan provided an update of technology projects to include the implementation of new software, disposal inventory was completed, and the intercom systems will be separated at Robertson and Memorial Middle School.
 - 5. Special Education – Leasa Martinez, Special Education Coordinator, shared that she is working on quotes for the functional life skills class at the Quintana building. Stated that the quote for the initial location at Memorial Middle School (MMS) exceeded \$100,000. A quote to reestablish the classroom at the Quintana building would be one tenth of the cost, an IEP room at MMS needs to be designated and 4 special education teacher are scheduled to attend the Wilson Reading Program Training in Denver, Colorado.

EXECUTIVE SESSION:

The Board of Education convened in closed session pursuant to 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 Member Lujan to convene in closed session pursuant to 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 Secretary Lucero:**

ROLL CALL: Board President Romero called for roll call:

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

Board entered into executive session at 6:49 p.m.

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

ROLL CALL: Board President Romero called for roll call:

Board Member Lujan – Yes
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 7:35 p.m. 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; 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:

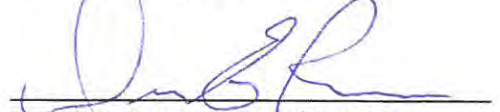
- A. Employee Orientation is scheduled for August 15, 2018 at Robertson High School.
- B. The next regular board meeting is scheduled for August 16, 2018 at 5:15 p.m.
- C. First day of school for students is August 20, 2018.

ADJOURNMENT:

***Motion by Board Member Lovato Pacheco to adjourn. Motion seconded by Board Vice President Duran. Motion passed unanimously to adjourn at 7:38 p.m.**

****Denotes Action Required***

LAS VEGAS CITY SCHOOLS
"BOARD OF EDUCATION"



Dennis E. Romero, Board President



Gabe V. Lucero, Board Secretary

APPROVED: August 16, 2018