

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

July 20, 2017

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 20<sup>th</sup> day of July 2017.

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 – Absent**  
**Board Vice President Duran – Present**  
**Board President Romero – Present**

**RECORDER:** Marsha G. Archuleta

**ALSO PRESENT:** Kelt L. Cooper, Superintendent

Tom Meserve	Cathy Gallegos	Mari Hillis	Pat Baca	Paul Cassidy
Rene Gomez	Michael Lovato			

**APPROVAL OF AGENDA:** \*Board President Romero asked to review the agenda and make any adjustments that may be required. **Motion by Board Vice President Duran to move the Superintendent's report after approval of the minutes. Motion seconded by Board Member Lujan. Motion passed unanimously. Motion by Board Vice President Duran to approve the agenda with the change of the Superintendent's report after the minutes. Motion seconded by Board Member Lujan. Motion passed unanimously.**

**PUBLIC INPUT:**  
NONE

**MINUTES:**

- A. \*Motion by Board Member Lujan to approve the minutes for the Regular Board Meeting June 15, 2017. Motion seconded by Board Vice President Duran. Motion passed unanimously.
- B. \*Motion by Board Member Lovato Pacheco to approve the minutes for the Special Board Meeting June 24, 2017. Motion seconded by Board Vice President Duran. Motion passed unanimously with Board Member Lujan abstaining.

**NEW BUSINESS:**

**AA. Superintendent's Report:**

- 1. **Personnel** – Superintendent Cooper reported the resignation of John Maldonado, Emily Espinoza, Nancy Fernandez Jeffrey, Thomas Sanchez and Mary Louise Salazar. He shared that the following were hired as new employees to the district: Jeannie Rubin, George Arguello, Gary O'Hair, Sonya Romero, Sergio Carrillo, Valerie Lopez, Michele Varner and Samantha Fulgenzi. Laurieann Carla Pacheco was hired as the Director of Bilingual/Title III and Los Niños Elementary Principal. The following vacancies exist: 1<sup>st</sup> grade teacher,

3<sup>rd</sup> grade teacher, 6<sup>th</sup> grade teacher, Math Teacher, Spanish Teacher, Special Education Assistants, Special Education Teacher, IT Technician, IT Help Desk Technician and Security Guard.

2. **Transportation** – Tom Meserve, Director of Operations, reported that last month the department wasn't as busy as the previous month. Two out of town trips were reported with only 3 problem trips for the 2016-2017 school year. Another bus has been ordered for activity trips and should arrive early September. Stated that routine maintenance will be performed on buses in preparation of the new school year.
3. **Maintenance** – Tom Meserve, Director of Operations, shared that the construction of the basketball court at Mike Mateo Sena was 95% complete, cleaning and painting of elementary schools was almost complete, Silas Lopez Early Childhood Center cleaning was complete and West Las Vegas Head Start was in the process of moving in, all custodians are busy preparing the schools, in addition to regular duties the maintenance crew has been busy moving desks and other classroom materials, construction at the Patio Building had begun, and the resurfacing of Mike Marr parking lot was complete with the striping of parking spaces in its final stage. A new maintenance truck was purchased. Students were employed to assist the maintenance staff with movement of desks, chairs and furniture.
4. **Student Nutrition** – Pat Baca, Director of Student Nutrition, advised the board the summer program served 5,950 lunches and 2,074 breakfast meals during the course of 19 days. Stated that meals are delivered to the Women's Infants and Children's Center at the Public Health Office and the Kristen Apartment complex. The A+ Grill at Robertson High School needs some electrical work and construction on the walls to bring it up to required code prior to being used for preparing meals.
5. **Technology** – John Tiernan, Director of Information Technology, gave the board an overview of the technology projects currently in progress. E-rate Central was hired as the consultant to assist the district prepare current e-rate submissions and file appeals for prior year funds that were lost. All projects that the district applied for have been awarded with a 90% reimbursement rate for eligible items. Plateau Fiber was installed and tested and is ready for setup. New telephone lines have been ordered and scheduled for installation the week of July 31, 2017 in addition to the Firewall, Content Filter and Wireless network. FortiVoice telephone system should be installed the week of July 31, 2017; three quotes are being sought for the development, deployment and hosting of a new website; rooms in the Central Office basement have been inventoried and identified for disposal or archive; more than 1,200 items were inventoried and placed on pallets for disposal; and Google Classroom training and implementation will begin this year with full implementation scheduled for 2018-2019. The It Department has also employed student workers to assist with the computer setup and inventory of technology equipment.

#### **NEW BUSINESS:**

- A. **Consideration of and approval of a Resolution Authorizing Sale of School Bonds:** Superintendent Cooper introduced Paul Cassidy, RBC Capital, and Patricia Salazar Ives, Cuddy & McCarthy Bond Counsel, to provide an overview of the \$2,250,000 General Obligation School Building Bonds, Series 2017 to the Board of Education. Mr. Cassidy stated that the board previously approved an application processed through the New Mexico Finance Authority (NMFA) which was then presented to the NMFA Board for review and approval. The application was approved at their board meeting last month. The issuance of the bonds does not result in a tax rate increase as promised to voters. He provided a Transaction Summary regarding the Issue Size, Sale Date, Closing Date, Maturity Date, Optional Call Date, True Interest Cost, All-In-True Interest Cost, Total

Interest, Total Interest, and Moody's Rating. The Transaction Participants include Las Vegas City Schools as the Issuer; RBC Capital Markets as the Financial Advisor, NMFA as the Purchaser and Cuddy & McCarthy as Bond Counsel. Upon approval from the Board of Education funds will be available September 1, 2017. Mr. Cassidy, RBC Capital Markets, stated that as Financial Advisor to Las Vegas City Schools, they recommend approval of the Resolution Authorizing Sale of School Bonds, Bond Purchase Agreement with NMFA and the Escrow Agreement. Superintendent Cooper recommended that the board approve the recommendation from Mr. Cassidy to approve the Resolution Authorizing the Sale of Schools Bonds, Bonds Purchase Agreement and Escrow Agreement as presented. **\*Motion by Board Member Lujan to accept the recommendation from Superintendent Cooper and Legal Counsel to approve the Resolution Authorizing Sale of School Bonds, Bond Purchase Agreement with NMFA and the Escrow Agreement. Motion seconded by Board Member Lovato Pacheco.**

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

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

**Motion passed unanimously to approve the Resolution Authorizing Sale of School Bonds, Bond Purchase Agreement with NMFA and the Escrow Agreement.**

- B. Consideration of and approval of a Bond Purchase Agreement: \*Motion by Board Member Lujan to accept the recommendation from Superintendent Cooper and Legal Counsel to approve the Resolution Authorizing Sale of School Bonds, Bond Purchase Agreement with NMFA and the Escrow Agreement. Motion seconded by Board Member Lovato Pacheco. Motion passed unanimously.**
- C. Consideration of and approval of an Escrow Agreement: \*Motion by Board Member Lujan to accept the recommendation from Superintendent Cooper and Legal Counsel to approve the Resolution Authorizing Sale of School Bonds, Bond Purchase Agreement with NMFA and the Escrow Agreement. Motion seconded by Board Member Lovato Pacheco. Motion passed unanimously.**

**\*Motion by Board Member Lovato Pacheco to recess from regular session to complete the required signatures on the Resolution Authorizing Sale of School Bonds, Bond Purchase Agreement and Escrow Agreement. Motion seconded by Board Member Lujan.**

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

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

**Board recessed at 6:15 p.m.**

**Motion by Board Member Lovato Pacheco to reconvene to regular session from recess. Motion seconded by Board Vice President Duran.**

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

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

**Board reconvened to regular session from recess at 6:45 p.m.**

- D. Discussion/Approval: 2017-2018 Open Meetings Resolution** – Board President Romero asked if there were questions regarding the 2017-2018 Open Meetings Resolution. **\*Motion by Board Member Lovato Pacheco to approve the 2017-2018 Open Meetings Resolution. Motion seconded by Board Member Lujan. Motion passed unanimously.**
- E. Discussion/Approval: 2017-2018 MESA Memorandum of Understanding (MOU) with Las Vegas City Schools** – Board President Romero asked if there were questions regarding the MESA MOU. **\*Motion by Board Member Lujan to approve the 2017-2018 MESA Memorandum of Understanding (MOU) with Las Vegas City Schools. Motion seconded by Board Member Lovato Pacheco. Motion passed unanimously.**
- F. Discussion/Approval: Use of Technology Resources in Instruction Policy – Children’s Internet Protection Act (CIPA)** – John Tiernan, Director of Information Technology, stated that the district (Las Vegas City Schools) is in compliance with the Children’s Internet Protection Act (CIPA). The district is using an internet filtering software. It protects against access by adults and minors to visual depictions that are obscene, child pornography, or with respect to use of computers with internet access to minors, harmful to minors. It may be disabled for adults engaged in bona fide research or other lawful purposes. The district policy includes monitoring online activities of minors. Internet Safety Policy addresses the following as required by CIPA: access by minors to inappropriate matter on the internet and world wide web; safety and security of minors when using electronic mail, chat rooms and other forms of direct electronic communications; unauthorized access, including so-called “hacking”, and other unlawful activities by minors online; unauthorized disclosure, use and dissemination of personal information regarding minors; measures designed to restrict minor’s access to materials harmful to minors; and educating minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.
- G. Discussion/Approval: Disposal of Out Dated Computer Equipment** – John Tiernan, Director of IT, provided the board with a list of out dated computer equipment that was out dated, no longer usable or obsolete. He indicated that the list was inventoried and identified by device type, description of each item, serial number, district tag number and pallet in which it was stored. **\*Motion by Board Member Lovato Pacheco to approve the disposal of out dated computer equipment. Motion seconded by Board President Romero. Motion passed unanimously.**
- H. Discussion/Approval: Booster Club and Fund Raising Policy (2<sup>nd</sup> (Final) Reading)** – Discussion regarding the Booster Club and Fundraising Policy by the board. Superintendent Cooper recommended the approval as presented. **\*Motion by Board Member Lovato Pacheco to approved the 2<sup>nd</sup> and final reading of the Booster Club and Fund Raising Policy. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- I. Discussion/Approval: Student Restraint and Seclusion Policy HB75 (2<sup>nd</sup> (Final) Reading)** – Associate Superintendent Lovato provided history and practices that were in place prior to the policy presented as a result of HB75. Superintendent Cooper asked the Student Restraint and Seclusion Policy HB75 be approved as presented. **\*Motion by Board Member Lovato Pacheco to approve the Student Restraint and Seclusion Policy HB75 as recommended by Superintendent Cooper. Motion seconded by Board Member Lujan. Motion passed unanimously.**

- J. **Discussion/Approval: Policy Advisory 128 – CM School District Annual Accountability Report –** The board reviewed and discussed the policy presented. **\*Motion by Board Member Lovato Pacheco to consider Policy Advisory 128 – CM School District Annual Accountability Report the first reading. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- K. **Discussion/Approval: Policy Advisory 129 – DIE-R Audits/Financial Monitoring –** The board reviewed and discussed the policy presented. **\*Motion by Board Member Lovato Pacheco to consider Policy Advisory 129 – DIE-R Audits/Financial Monitoring Report the first reading. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- L. **Discussion/Approval: Policy Advisory 130 – ECAC Vandalism –** The board reviewed and discussed the policy presented. **\*Motion by Board Member Lovato Pacheco to consider Policy Advisory 130 – ECAC Vandalism the first reading. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- M. **Discussion/Approval: Policy Advisory 131 – EEAA – Walkers and Riders –** The board reviewed and discussed the policy presented. **\*Motion by Board Member Lovato Pacheco to consider Policy Advisory 131 – EEAA – Walkers and Riders the first reading. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- N. **Discussion/Approval: Policy Advisory 132 – EFC Free and Reduced – Price Food Services –** The board reviewed and discussed the policy presented. **\*Motion by Board Member Lovato Pacheco to consider Policy Advisory 132 – EFC Free and Reduced - Price Food Services the first reading. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- O. **Discussion/Approval: Policy Advisory 133 – EFDS – Collection of Money/Food Tickets –** The board reviewed and discussed the policy presented. **\*Motion by Board Member Lovato Pacheco to consider Policy Advisory 133 – EFDS – Collection of Money/Food Tickets the first reading. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- P. **Discussion/Approval: Policy Advisory 134 – IKF – Graduation Requirements –** The board reviewed and discussed the policy presented. **\*Motion by Board Member Lovato Pacheco to consider Policy Advisory 134 – IKF – Graduation Requirements the first reading. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- Q. **Discussion/Approval: Policy Advisory 135 – JFABD-EA Admission of Homeless Students –** The board reviewed and discussed the policy presented. **\*Motion by Board Member Lovato Pacheco to consider Policy Advisory 135 – JFABD-EA Admission of Homeless Students the first reading. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- R. **Discussion/Approval: Policy Advisory 136 – JGC – Assignment of At-Risk-Students to Classes and Programs –** The board reviewed and discussed the policy presented. **\*Motion by Board Member Lovato Pacheco to consider Policy Advisory 136 – JGC – Assignment of At-Risk-Students to Classes and Programs the first reading. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- S. **Discussion/Approval: Policy Advisory 137 – JJIB Interscholastic Sports –** The board reviewed and discussed the policy presented. **\*Motion by Board Member Lovato Pacheco to consider Policy Advisory 137 – JJIB Interscholastic Sports the first reading. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- T. **Discussion/Approval: Policy Advisory 138 – KF/KF-EC Community Use of School Facilities –** The board reviewed and discussed the policy presented. **\*Motion by Board Member Lovato Pacheco to consider Policy Advisory 138 – KF/KF-EC Community Use of School Facilities the first reading. Motion seconded by Board Vice President Duran. Motion passed unanimously.**
- U. **Discussion: Update on Construction – Right Sizing –** Superintendent Cooper stated that the construction is underway at the Patio Building, resurfacing of the parking lot at Marr Gym has been completed, reviewed photos of the construction in progress throughout the campus, Franken Construction stated that completion is expected by August 16, 2017. The music building at Robertson High School (RHS) will be demolished as part of the Right Sizing. Upon the future addition of four classrooms at Los Niños, the kindergarten classrooms currently at the Silas Lopez



Early Childhood Center will be moved to occupy the new addition. Security will be increased at all schools to prevent vandalism and/or unauthorized individuals at the sites.

- V. **Discussion: Creation of Policy Review Committee** – Superintendent Cooper inquired as to the possible creation of a policy review committee that would review and audit new or existing policies. The internal review committee would meet once a month with approval from the board. Superintendent Cooper suggested an abstract be prepared outlining the committee's objective.
- W. **Discussion: Board of Education Committee Assignments** – The board of education discussed the current committee assignments. **\*Motion by Board Member Lujan to table the Board of Education Committee Assignments. Motion was not seconded. Motion died.** The board suggested meeting times for committees begin at 5 p.m. Board Members for Finance Committee are Board Vice President Duran and Board President Romero as Board Member Lovato Pacheco withdrew her role in the Finance Committee; Capital Outlay Committee consists of Board Secretary Lucero and Board Member Lovato Pacheco; Audit Committee consists of Board President Romero and Board Member Lujan; Student/Teacher Appreciation Committee consists of Board Member Lujan and Board Member Lovato Pacheco; Nutrition Committee consists of Board President Romero and Board Vice President Duran; Student Health Advisory (SHAC) consists of Board President Romero and Property Committee consists of Board Secretary Lucero.
- X. **Discussion: Planning of Public Forum – Specifically routes and maps around campuses** – Superintendent Cooper informed the board that the routes/maps for parent pickup/drop off and buses will be published in the local newspaper as well as shared during the monthly Superintendent conversation time on Over the Back Fence on the local radio station. An informational forum is planned for dissemination of the information critical for parents and students as the new school year approaches.

Y. **Finance Committee Report**

- 1. **BARs – Transfers/Expenditures/Awards** – The Finance Committee met July 18, 2017 and reviewed both bank reconciliation reports for Student Activity and General Fund accounts as of June 30, 2017. No variances were noted between the bank balances and the general ledger balances. The Fund Balance report for the Student Activity Fund was reviewed and no variances were noted. The Cash Report, Budget versus Actual Report by Fund, Bond Building Fund Report, Supplemental Pay Report and Pledged Collateral Reports were also reviewed. Based on review, there may be a potential raise for staff for fiscal year 2017-2018. The final 2017-2018 Operating Budget Report was also reviewed. The RFR Report was reviewed with federal reimbursements of \$586,703 in June 2017. Current outstanding reimbursements total \$685,928.

The committee reviewed BARs as approved at the May 18, 2017 board meeting via a Blanket or Year-End Cleanup BAR. The following BARs were reviewed and a recommendation from the committee is presented to the board to ratify BAR #069-000-1718-0001-I an increase BAR for IDEA-B Fund 24106 in the amount of \$73,398. The amount represents the 20% funds withheld from 2016-2017 allocation. **\*Motion by Board Member Lovato Pacheco to ratify BAR #069-000-1718-001-I increase BAR for IDEA-B Fund 24106. Motion seconded by Board Vice President Duran. Motion passed unanimously.**

- Z. **Audit Committee Report** – Mari Hillis, Director of Finance, reported that the auditors would be in district August 7 – August 11, 2017 conducting the annual audit.

**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 the Superintendent's contract; 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) discussion of limited personnel matters and the Superintendent's contract; 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 Lujan.

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

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

Board entered into executive session at 8:30 p.m.

Motion by Board Member Lujan to reconvene to regular session from Executive Session. Motion seconded by Board Vice President Duran.

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

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

Board reconvened to regular session from Executive Session at 9:47 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 the Superintendent's contract; 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:**

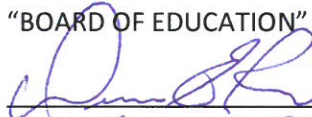
- A. The next regular board meeting is scheduled for Thursday, August 17, 2017 at 5:15 p.m.

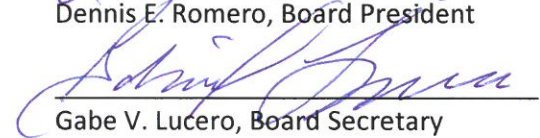
**ADJOURNMENT:**

\*Motion by Board Member Lovato Pacheco to adjourn. Motion seconded by Board Vice President Duran. Motion passed unanimously to adjourn at 9:50 p.m.

*\*Denotes Action Required*

LAS VEGAS CITY SCHOOLS  
"BOARD OF EDUCATION"

  
Dennis E. Romero, Board President

  
Gabe V. Lucero, Board Secretary

**APPROVED:** August 17, 2017