

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

March 16, 2017

A Regular Board Meeting of the Las Vegas City Schools Board of Education was held at the Administrative Building Board Room, in Las Vegas, New Mexico at 5:17 p.m. on the 16th day of March 2017.

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

ROLL CALL: Board President Lujan called for roll call as follows:

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

RECORDER: Marsha G. Archuleta

ALSO PRESENT: Kelt L. Cooper, Superintendent

Cathy Gallegos	Tom Meserve	Martha Peña	Pat Baca
Phillip Garcia	Michell Aragon	Mari Hillis	Joselle DeMarco-Chandler
Cathy Swedlund	Jim Chandler	Monica Kimbrough	RHS Wrestling Team
Lorraine Martinez	Mike Yara	Thomas Sanchez	Judge Matthew Sandoval
Carla Pacheco	Rene Gomez	Renee Romero	Anthony Marquez
Roberta Montañó	Eva Romero	Nancy Jeffrey	Michelle Lujan
David Chester	(one name not legible)		

APPROVAL OF AGENDA: *Board President Lujan asked to review the agenda and make any adjustments that may be required. Motion to add District Accolades, RHS Wrestling Team, to the agenda after Public Input by Board Member Lovato Pacheco. Motion seconded by Board Vice President Romero. Motion passed unanimously. *Motion by Board Vice President Romero to approve the agenda with District Accolades after Public Input. Motion seconded by Board Member Lucero. Motion passed unanimously.

PUBLIC INPUT:
NONE

DISTRICT ACCOLADES:

Superintendent Cooper recognized the Robertson High School Wrestling Team for their outstanding accomplishments as District Champions and their participation at State competition. Student Board Representative Martinez announced each of the students and coaches.

SWEARING IN OF NEWLY ELECTED BOARD MEMBERS: Municipal Judge Eddie Trujillo swore in current Board Member Gabe V. Lucero as a newly elected member of the Las Vegas City Schools Board of Education. District Judge Matthew Sandoval swore in current Board President Leroy E. Lujan as a newly

elected member of the Las Vegas City Schools Board of Education. Board President Lujan entertained a motion for a recess. ***Motion by Board Vice President Romero to recess. Motion seconded by Board Member Lovato Pacheco. Motion passed unanimously to recess at 5:35 pm.**

Motion by Board Vice President Romero to reconvene to regular session from recess. Motion seconded by Board Member Lucero.

ROLL CALL: Board President Lujan called for roll call as follows:

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

Board reconvened to regular session from recess at 6:07 pm.

REALIGNMENT OF THE BOARD OF EDUCATION: *Motion by Board Member Lovato Pacheco that all seats remain the same until Board Retreat in the summer. Motion seconded by Board Vice President Romero. Motion passed unanimously.

MINUTES:

***Motion by Board Member Lucero to approve the special board meeting minutes from February 11, 2017 and the regular board meeting minutes from February 16, 2017. Motion seconded by Board Vice President Romero. Motion passed unanimously.**

NEW BUSINESS:

- A. Discussion: NMSBA Student Achievement Nominations - Superintendent Cooper stated that the New Mexico School Board Association has asked for any nominations for the NMSBA Student Achievement Award. Board Member Lovato Pacheco nominated the Fraternal Order of Eagles Meadow City Aerie and Auxiliary #3815 for their funding to the food bank that provides nourishment for those in need. *Motion by Board Member Lovato Pacheco to nominate the Fraternal Order of Eagles Meadow City Aerie and Auxiliary #3815 for the NMSBA Student Achievement Award. Motion seconded by Board Vice President Romero. Motion passed unanimously.**
- B. Discussion: Update on 2016-2017 Calendar – Associate Superintendent Lovato presented the current calendar to the board of education. Proposed that students be released earlier due to the number of instructional hours exceeding state requirements. Silas Lopez Early Childhood Center would end May 26, 2017; other elementary schools would end May 23, 2017 and MMS and RHS would end May 30, 2017. Testing would be shifted to coincide with the early release dates.**
- C. Discussion: RHS Closed Campus – Superintendent Cooper discussed the closed campus policy with the board when 7th and 8th grade students are on the high school campus. Associate Superintendent Lovato stated that a fence be placed around the campus as one option, more security guards will be placed to ensure the enforcement of the closed campus. Mike Yara, Principal, suggested that the lower grade level students have a separate lunch schedule for the upper level students. Superintendent Cooper informed the board that this was the start of the close campus discussion that would require further dialogue. Board Vice President Romero suggested a survey be sent asking for input from parents and students.**

- D. Discussion/Approval: 2017 LVCS District Wellness Policy** – Michell Aragon, Title I/Safety & Health Coordinator, asked the board to review and approve the amended the Wellness Policy that has to be modified every three years as required by the state. Discussion continued regarding the various components of the wellness policy. She shared that all employees should be aware of the policy. Board Member Lovato Pacheco asked that the District Wellness Policy be tabled until the next regular board meeting. The NMSBA has sent an update to the policy and she would like to compare the two documents before making a decision. ***Motion by Board Member Lovato Pacheco to table the District Wellness Policy until further review of the additional policy sent by the NMSBA. Motion seconded by Board Member Lucero. Motion passed by a 4-1 vote.**
- E. Discussion/Approval: Adoption of School Health Manual for Nurses** – Cathy Swedlund, School Nurse, informed the board of her concern. The manual provides guidelines for nurses when addressing health concerns and health issues. It is updated regularly as health issues resolve. The nurses will utilize all resource guides in the manual to create health plans and documents to distribute as education for students and families. ***Motion by Board Vice President Romero to adopt the School Health Manual for Nurses. Motion seconded by Board Member Lucero. Motion passed unanimously.**
- F. Discussion/Approval: Science Fair** – Superintendent Cooper shared that he met with the individual that was coordinating the Northeast Regional Science Competition. He stated that the students will be participating in science fair from elementary to high school and correlates to Common Core.
- G. Finance Committee Report** – The Finance Committee met Tuesday, March 14, 2017 to review the February 28, 2017 bank reconciliation reports for the Student Activity and General Fund. No variances were noted between the bank balances and the general ledger balances. The Student Activity fund balance reports were also reviewed with no variances noted. The committee also reviewed the Cash Report by fund, the Budget versus Actual Report by Fund, the Bond Building Fund Report, the Supplemental Pay and Overtime report and the Pledged Collateral Report. A revised Operating Budget Report was also reviewed by the committee. The RFR report was reviewed with \$45,124 in federal reimbursements noted for February. Current outstanding reimbursements are \$698,379.

The following BAR was reviewed: BAR #069-000-1617-0031-IB, an increase BAR for fund 24153 Title III Funds and represents a carryover amount of \$6,342. ***Motion by Board Member Lucero to approve BAR #069-000-1617-0031IB. Motion seconded by Board Vice President Romero. Motion passed unanimously.**

H. Superintendent's Report:

1. **Student Representative Report** – Student Representative Mark Julian Martinez reported that the RHS Dance Team traveled to St. Mikes High School to compete in the Santa Fe Dance Classic and received a superior trophy on March 11, 2017. The FFA students placed in Agriculture Mechanics, Farming Business Management, Floriculture, Landscape Design and Milk Quality in Tucumcari. The 8th Annual Youth Mariachi Conference will take place March 24-25, 2017.
2. **Personnel** – Superintendent Cooper informed the board that the following people had recently been hired: Patricia Sanchez, Educational Assistant; Sandra Romero, Accounts Payable; and Annie Abeyta; Fixed Assets/Mail & Receiving Clerk. He also shared that Martina Tapia, Federal Programs/Title I and Title II Grant Coordinator, resigned her position.
 - a. **Transportation/Maintenance Oversight** – Superintendent Cooper shared that Tom Meserve will oversee the two departments.
 - b. **Title I Oversight** – Michell Aragon will assume the Title I duties along with her current position.

- c. **RHS Security** – Superintendent Cooper shared that an additional security guard will be hired in the fall at Robertson High School.
3. **Facility Board Visit to Paul D. Henry March 13, 2017** – Superintendent Cooper shared that the recent visit to Paul D. Henry reassessed the condition of the school by School Facilities Bureau. He informed the board that they assessed the roof, boilers, and HVAC units and stated that there would be an adjustment to the current rating upon completion of their report.
4. **Economic Development Council for San Miguel-Mora Counties** – Superintendent Cooper attended the Economic Development Council for San Miguel County (not Mora) council meeting to discuss their interest in the schools that would assist with marketability to the community. Discussed the possible usage of the vacated facilities due to right sizing. Was voted to their council and nominated Superintendent Cooper as the Chair of Feasibility Committee.
5. **Update on Progress of Right Sizing of Schools** – Superintendent Cooper informed the board of a recent walk through of Robertson High School as the right sizing plan moves forward. Associate Superintendent stated that weekly meetings are taking place, staff assignments are in progress, preparing the classrooms for the changes at various schools have begun. Meetings with Dr. Skelton regarding the green house have also taken place to ensure the continuity of the program. Inventory of all district assets and equipment is in progress to include technology.
6. **Overview of Kid of Hope Program** – Superintendent Cooper shared that the Kids at Hope program will help students to persevere. Several employees will be attending a conference to learn techniques that can be implemented to assist students become more successful, emotionally and psychologically in their learning process. A group of employees along with several from West Las Vegas participated in a one day training with Rick Miller, Kids at Hope Founder.
7. **Curriculum and Instruction**
 - a. **Testing Dates/Status** – Associate Superintendent Lovato shared the testing dates with the board for all upcoming state mandated assessments. Stated that data for grades K-3 were available for review. Acknowledged teachers for making tremendous gains with students. Shared that the data team will review over the summer the skills needed by every student to improve and have the results available for teachers at the beginning of the school year.
 - b. **Bilingual/Immersion Program update** – Lorraine Martinez, Bilingual Director, discussed the bilingual program status with the board. Presented a PowerPoint with various areas of the program to include funding, application, model currently in use, curriculum, English Language Proficiency Standards, and lesson plans. Ms. Martinez stated that she did classroom visits to evaluate the bilingual instruction. Dr. Eric Romero, NMHU Professor, addressed the board about the opportunities that the university could provide the district to support the bilingual program.
 - c. **Credit Policy** – Associate Superintendent Lovato discussed the credit policy currently in place. He asked the board to consider that if a student retakes a course that the grade point average be adjusted to reflect the recovered grade for the course taken. As a discussion item only, Superintendent Cooper informed the board that a policy consideration will be forthcoming.
8. **Transportation/Maintenance** – Tom Meserve, Director of Maintenance and Transportation, shared that the number of riders was down from the previous month. No

problem trips have been noted. The Spring Bus Inspections will be taking place. Stated that the discharge permit for using effluent water has not been issued from the Environmental Department. Mr. Meserve shared that work orders are being reviewed and closed as quickly as possible. Staff is currently painting, working in buildings and preparing for the right sizing plan.

9. **Student Nutrition** – Pat Baca shared the monthly reimbursement for the month of February. The afterschool program remains the same with 16 serving days.
10. **Information Technology** – John Tiernan, Director of Information Technology, provided an informational sheet as to the status of the technology department for review.
11. **School Safety and Health** – Michell Aragon shared that the dental services have begun and should be completed by the end of March.
12. **School sites** – Superintendent Cooper advised the board that the school site reports are informational items for review.

EXECUTIVE SESSION:

*The Board of Education did not convene into closed session in pursuant to NMSA 1978; Section 10-15-1-H (2) discussion of limited personnel matters. Superintendent Cooper asked that the board decline the need to convene into executive session as there were no items for discussion.

FUTURE PLANNING:

- A. 2017-2018 School calendar
- B. Robertson High School Graduation Information – RHS Graduation will take place June 2, 2017 at 10:00 am at the Michael Marr Gymnasium.
- C. Board meeting at Mike Mateo Sena – Superintendent Cooper asked the board to consider conducting the next regular board meeting at Mike Mateo Sena.
- D. The next regular board meeting is scheduled for Thursday, April 20, 2017 at 5:15 pm.

ADJOURNMENT:

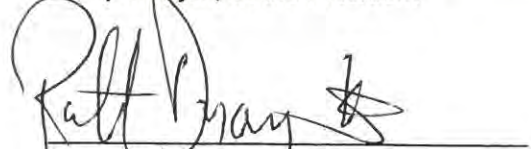
*Motion by Board Vice President Romero to adjourn. Motion seconded by Board Secretary Duran. Motion passed unanimously to adjourn at 9:45 p.m.

**Denotes Action Required*

LAS VEGAS CITY SCHOOLS
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Leroy E. Lujan, Board President



Robert Duran III, Board Secretary

Approved: April 20, 2017