

LAS VEGAS CITY SCHOOLS  
"BOARD OF EDUCATION"  
Special Board Meeting – Board Retreat

June 24, 2017

A Special Board Meeting – Board Retreat of the Las Vegas City Schools Board of Education was held at New Mexico Highlands University Student Union Building Room 321 located at 800 National Avenue, in Las Vegas, New Mexico at 9:04 a.m. on the 24<sup>th</sup> day of June 2017.

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

**ROLL CALL:** Board Vice President Romero called for roll call as follows:

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

**RECORDER:** Marsha G. Archuleta

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

Mari Hillis                      Michael Lovato                      Dr. Hugh Prather

**APPROVAL OF AGENDA:** \*Board Vice President Romero asked to review the agenda and make any adjustments that may be required. **Motion by Board Member Lovato Pacheco to move Board Reorganization after Executive Session. Motion seconded by Board Secretary Duran. Motion passed unanimously. Motion by Board Secretary Duran to approve the agenda with Board Reorganization after Executive Session. Motion seconded by Board Member Lucero. Motion passed unanimously.**

**BOARD TRAINING:**

Dr. Hugh Prather, Prather Consulting, provided a training that included Board Self-Evaluation, Exploring Best Practices for School Boards, Board Role in the Superintendent Evaluation, identifying next steps in Board/Superintendent team development, and identifying related timelines for next steps.

**Motion by Board Member Lucero to recess for lunch. Motion seconded by Board Member Lovato Pacheco. Motion passed unanimously to recess for lunch at 12:02 p.m.**

**Motion by Board Member Lucero to reconvene from lunch recess. Motion seconded by Board Secretary Duran. Motion passed unanimously to reconvene from lunch recess at 12:35 p.m.**

**DISCUSSION: Superintendent Evaluation**

The Board discussed the evaluation tool for the Superintendent's evaluation. Points included reviewing the current process and policy; and identifying any modifications relating to the best practices for evaluating the Superintendent. The board reviewed the current goals and discussed adding two more goals to the evaluation. **Motion by Board Member Lucero to have two additional goals added to the Superintendent's evaluation beginning with the 2017-2018 school year. Motion seconded by Board Member Lovato Pacheco. Motion passed unanimously.**

**DISCUSSION: 12-month Employee Calendar**

The board discussed the 12-month employee calendar and the possibility of increasing the number of work days from the current 236 day calendar. Mari Hillis, Director of Finance, presented a salary comparison for the current 236 days versus 251 days. The board compared days worked and holidays for 236 days and 251 days. Discussion also included capping the number of annual leave days an employee earns and decreasing the number of annual leave days paid out.

**DISCUSSION: Booster and Fund Raising Policy**

Superintendent Cooper asked that the Booster and Fund Raising Policy be considered the first reading. Superintendent Cooper stated that a meeting with all coaches and club sponsors took place earlier in the week about fund raising and the protocol required prior to beginning a fund raising activity. **Motion by Board Member Lovato Pacheco to accept the Booster and Fund Raising Policy as the first reading with the corrections as discussed. Motion seconded by Board Member Lucero. Motion passed unanimously.**

**DISCUSSION: Concussion Training**

Superintendent Cooper advised the board that individuals wanting to utilize district facilities must have and provide proof of the concussion training. The proof of the concussion training must accompany the Use of Facility Form that is submitted when requesting the use of any district facility.

**DISCUSSION: Use of Facilities**

The district Use of Facilities form must be completed and approved prior to any individual or group using district facilities. Certificate of Liability Insurance must accompany the form. Security guard(s) need to patrol fields in addition to buildings/structures.

**Motion by Board Secretary Duran to take a short recess. Motion seconded by Board Member Lucero. Motion passed unanimously to recess at 2:10 p.m.**

**Motion by Board Member Lucero to reconvene from recess. Motion seconded by Board Secretary Duran. Motion passed unanimously to reconvene at 2:20 p.m.**

**DISCUSSION: Update on Right Sizing**

Superintendent Cooper reported the sale of the bond will assist with the Right Sizing. The reorganization application was complete and submitted to New Mexico Public Education Department (NMPED) by Colleen Martinez, Visions In Planning, Inc. Stated he contact the new Secretary of Education and inquired as to the status of the application. Superintendent Cooper is confident elementary schools will be ready soon. Franken Construction is in line with our timeline for completion of the project. Permits are required for the buildings that will be decommissioned.

**BOARD REORGANIZATION:**

**Motion by Board Member Lucero to reorganize. Motion seconded by Board Secretary Duran. Motion passed unanimously.** Superintendent Cooper called for nominations for Board President. **Motion by Board Secretary Duran to nominate current Board Vice President Romero for Board President. Motion seconded by Board Member Lovato Pacheco.** Superintendent Cooper asked for other nominations. No other nominations were made. **Motion by Board Member Lucero to close nominations. Motion seconded by Board Member Lovato Pacheco. Motion passed unanimously to close nominations.** Superintendent Cooper called for those in favor of current Board Vice President to serve as Board President. **Motion passed unanimously.** Superintendent Cooper asked Board Vice President Romero if he would accept the nomination as Board President and he replied he would accept the position.

Board President Romero asked for nominations for Board Vice President. **Motion by Board Member Lovato Pacheco to nominate current Board Secretary Duran as Board Vice President. Motion seconded by Board President Romero. Motion by Board Member Lucero to close nominations. Motion seconded**

by Board President Romero. Motion passed unanimously to close nominations. Board President Romero called for those in favor of current Board Secretary Duran to serve as Board Vice President. Motion passed unanimously. Board President Romero asked Board Secretary Duran if he would accept the nomination as Board Vice President and he replied he would accept the position.

Board President Romero asked for nominations for Board Secretary. Motion by Board Vice President Duran to nominate current Board Member Lucero as Board Secretary. Motion seconded by Board President Romero. Motion by Board Vice President Duran to close nominations. Motion seconded by Board President Romero. Motion passed unanimously to close nominations. Board President Romero called for those in favor of current Board Member Lucero to serve as Board Secretary. Motion passed unanimously. Board President Romero asked Board Member Lucero if he would accept the nomination as Board Secretary and he replied he would accept the position.

**EXECUTIVE SESSION:**

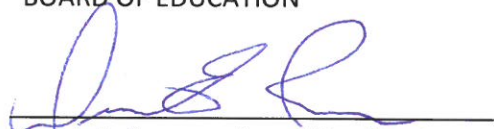
The Board of Education will convene in closed session pursuant to NMSA 1978 §10-15-1-H (2) discussion of limited personnel matters specifically the Superintendent's evaluation. Motion by Board Secretary Lucero to table Executive Session NMSA 1978 §10-15-1-H (2) discussion of limited personnel matters specifically the Superintendent's evaluation until the July 2017 regular board meeting. Motion seconded by Board Vice President Duran. Motion passed unanimously.

**ADJOURNMENT:**

\*Motion by Board Secretary Lucero to adjourn. Motion seconded by Board Vice President Duran. Motion passed unanimously to adjourn at 3:13 p.m.

*\*Denotes Action Required*

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Dennis E. Romero, Board President  
Gabe V. Lucero, Board Secretary

Approved: July 20, 2017