

**MINUTES OF REGULAR SCHOOL BOARD MEETING
DULCE INDEPENDENT SCHOOLS
August 21, 2018**

I. CALL MEETING TO ORDER

- A. Mr. Phillip Salazar, Vice President called the meeting to order at 4:12 p.m. at the boardroom of the former Administration Building, Dulce, New Mexico.
- B. The Pledge of Allegiance and Salute to the State Flag of New Mexico was recited

II. ASCERTAIN QUORUM AND APPROVE AGENDA (A)

MEMBERS PRESENT: Members present at roll call: Phillip Salazar-Vice-President; LaVonna James-Secretary; Darlene Gomez-Member; Wesley Vigil-Member

MEMBERS ABSENT Levi Pesata-Board President

ADMINISTRATION PRESENT: Pam Montoya-Superintendent; James Cammon-Associate Superintendent/Director of Instruction; Carole Gomez-Business Manager; Bob Cooke-Middle School Principal; Samantha Archer-Assistant Principal, Middle School; Manuel Valdez-High School Principal; Cindy Julian-Assistant Principal, Elementary School; Katie Cachucha-SPED Coordinator; Albert Martinez-Elementary Principal; Bart Owen-Technology Coordinator; Yvette Mares-Administrative Secretary

TEACHERS PRESENT:

OTHER STAFF PRESENT: Haeyalyn Muniz-JADE

OTHERS PRESENT: Treston Tafoya-Jicarilla Chieftain

After informing the Board, that items could not be added to the Agenda at this point, and Darlene Gomez stating, yes it is allowed because they just want clarification on personnel matters under Executive Session, Superintendent Montoya made the recommendation to approve the agenda with the following changes:

- Under new business # 5, (MOA-Jicarilla Apache Nation & DISD) table until the next regularly scheduled board meeting.
- Under Executive Session # XII. The Board wants to discuss and clarify personnel matters in Executive Session.

Motion made by LaVonna James to approve the Agenda with the recommended changes; seconded by Darlene Gomez. Abstention by Wesley Vigil.

III. LIMITED PUBLIC PARTICIPATION FORUM (I)

None at this time

IV. SUPERINTENDENT'S REPORT (I)

Superintendent, Pam Montoya presented her report to the Board. Phillip Salazar called for a five minute recess at 4:19 pm to read documents which were handed out by Superintendent Montoya. Meeting back in session at 4:40 pm. Phillip Salazar asked Superintendent Montoya to please explain the grades on the DIS report cards she presented.

Elementary Principal, Albert Martinez introduces himself to the Board. Phillip Salazar asked him if he plans to appeal the report card grade, Mr. Martinez explains that he is currently looking into this and yes, he will appeal this grade depending on his investigation.

Middle School Principal, Bob Cooke was asked if he planned to appeal the middle school grade as well. Mr. Cooke responded, he would look into this and determine if he would appeal. Assistant Principal for the middle school, Samantha Archer introduced herself to the Board.

Occupational Therapist, Judy Patton addressed the Board and informed them we now have a new life skills and pre-vocational class for our students with significant support needs and the students really seem to like this. Ms. Patton also invited the Board to the Open House.

High School Principal, Manuel Valdez was asked if planned to appeal the high school report card grade. Mr. Valdez responded, he plans on really studying the report card to determine if he should appeal.

Superintendent Montoya shared information regarding the bus transportation update. She informed the board, Chama Valley Schools is running a bus of Dulce students to Chama Valley Schools and she will include the updated statute regarding the transportation boundary agreement for Board review.

Darlene Gomez stated she would like to see more communication and weekly updates from Superintendent Montoya because she did not know we were not in compliance with PED regarding our MRI status. Superintendent Montoya responded, for the record, she did not know as a District, we did not know we were not in compliance with PED because that was never communicated to us by PED, we never even got a letter notifying us we were not in compliance until the August 08th letter. We have stepped up to the plate every time we get a letter from the State and respond.

LaVonna James also mentioned she feels Superintendent Montoya does not communicate with her and she feels left out. Superintendent Montoya responded for the record she has invited the Board over to her office to share information. Phillip Salazar asked Superintendent to communicate more with the Board. Superintendent Montoya replied she would communicate with updates every Friday via email, at this time Superintendent Montoya asked each board member if they are receiving her emails. Darlene Gomez was the only board member who is having an issue with her DIS email address. Bart Owen said he would have IT go to her office to figure out what the problem is.

V. REPORT FROM STAFF AND STUDENTS (I)

VI. APPROVAL OF MINUTES (A)

1. Approval of July 27, 2018 Special Board Meeting Minutes

Superintendent Montoya made the recommendation to table the Minutes of the July 27, 2018 Special Board Meeting until the next regularly scheduled board meeting. Motion made by LaVonna James to table the July 27, 2018 Special Board Meeting Minutes; seconded by Wesley Vigil. Abstention by Darlene Gomez.

2. Approval of August 09, 2018 Special Board Meeting Minutes

Superintendent Pam Montoya made the recommendation to approve the Special Board Meeting Minutes for August 09, 2018 Board Meeting. Motion made by LaVonna James to approve the August 09, 2018 Special Board Meeting Minutes as presented; seconded by Wesley Vigil. Motion carried unanimously.

VII. FINANCIAL REPORTS: (I/A)

1. Consolidated Board Report (I)

Business Manager, Carole Gomez presented the Consolidated Board Report's for June and July 2018 for information purposes. No areas of concern to report.

2. June 2018 Disbursement Report (A)

Business Manager, Carole Gomez presented the June, 2018 Disbursement report.

LaVonna James inquired about the following checks:

#57975, #57977, #57980, #57999, #58003, #58098, #58004, #58017
and #58091.

The Board discussed the possibility of moving the board room to a vacant room at the central office. Superintendent Montoya stated she would look into this.

Recommendation made by Superintendent Montoya to approve the June 2018, Disbursement Report as presented. LaVonna James made the recommendation to approve the June Distribution Report as presented; seconded by Wesley Vigil. Motion carried unanimously.

3. July 2018 Disbursement Report (A)

Business Manager, Carole Gomez presented the July, 2018 Disbursement report.

Phillip Salazar questioned check # 58724 made payable to NMPSIA for \$429,675.00. Carole replied, this is the District's annual payment to NMPSIA.

Recommendation made by Superintendent Montoya to approve the July 2018, Disbursement Report as presented. LaVonna James made the recommendation to approve the June Disbursement Report as presented; seconded by Darlene Gomez.

Motion carried unanimously.

4. June 2018 Monthly Budget Changes/ Transfers/Increases (A)

Business Manager, Carole Gomez presented the June 2018 Monthly Maintenance Report. No areas of concern. Recommendation made by Superintendent Montoya to approve the Budget/Changes/Transfers/Increases report for June 2018 as presented. LaVonna James made the motion to approve the Budget/Changes/Transfers/ Increases report as presented; seconded by Darlene Gomez. Motion carried unanimously.

5. July 2018 Monthly Budget Changes/Transfers/Increases (A)

Business Manager, Carole Gomez presented the July 2018 Monthly Maintenance Report. No areas of concern. Recommendation made by Superintendent Montoya to approve the Budget Changes/Transfers/Increases report for July 2018 as presented. LaVonna James made the motion to approve the Budget/Changes/Transfers/Increases report as presented; seconded by Wesley Vigil. Motion carried unanimously.

6. **FY 18 Final Report Submitted to PED**

Business Manager, Carole Gomez presented the FY 2018 Final Report which was submitted to PED for information purposes. Wesley Vigil asked if we have any outstanding loans. Carole answered no we do not have any loans other than our debt service.

VIII. PURCHASES (I/A)

None at this time.

IX. OLD BUSINESS (I/A)

1. **Board Policies update**

The Board discussed the progress on the school board policies manual and discussed the possibility of having a board retreat to meet and discuss the updates/changes in an undisturbed environment. The three venues discussed were the Chama Land Cattle Company, the DIS conference room and the JANPA conference room. The date and time agreed upon September 29th, 2018 @ 9:00 a.m.---3:00 p.m. Superintendent Montoya said she would look into the cost and availability of the Chama Lodge and the JANPA conference room and get back to the Board.

X. NEW BUSINESS (I/A)

1. **Disposal of 2005 Silver Suburban**

Business Manager, Carole Gomez presented the request to dispose the 2005 Silver Suburban. The Board recommended listing this sale on the public surplus website and start with a minimum bid of at least \$1,000.00. Superintendent Montoya made the recommendation to approve the disposal of the 2005 Silver Suburban as presented, listing on the public surplus website and with a minimum bid of \$1,000.00. Motion made by Wesley Vigil to approve the disposal of the 2005 Silver Suburban as presented; seconded by Darlene Gomez. Motion carried unanimously.

2. **Approval of Fixed Asset Listing**

Business Manager, Carole Gomez presented the Fixed Asset Listing for approval. No areas of concern to report. Superintendent Montoya made the recommendation to approve the Fixed Asset Listing as presented. Motion made by Wesley Vigil to approve the Fixed Asset Listing report as presented; seconded by Darlene Gomez. Motion carried unanimously.

3. **Disposal request-2001 International Route Bus**

Business Manager, Carole Gomez, presented the disposal request for the 2001 International Route Bus. Ms. Gomez informed the Board that this request is actually an amendment to the previous route bus disposal request because the year 2002 was wrong on the initial request and the year of the route bus is actually 2001. Superintendent Montoya made the recommendation to approve the disposal of the 2001 International Route Bus as presented. Motion made by Wesley Vigil to approve the disposal of the 2001 International Route Bus as presented; seconded by LaVonna James. Motion carried unanimously.

4. Handbook; Parents/Student, Athletic Handbook

Associate Superintendent/Director of Instruction, James Cammon presented an amended Parent/Student and the Athletic Handbook (hand-outs) drafts for Board approval. Superintendent Montoya informed the Board, that the Parent/Student Handbook given to them in the board packet was not the most recently updated draft. Mr. Cammon mentioned he had to make about 15-19 amendments to the draft. Superintendent Montoya stated we would track and high light the changes and send electronically to the Board for review and possibly schedule a special board meeting to approve both the Parent/Student and the Athletic Handbooks. LaVonna James asked Mr. Cammon to introduce himself and give a brief account of his background.

Superintendent Montoya made the recommendation to table the approval of the Parent/Student and Athletic Handbooks until a special board meeting can be scheduled, Phillip Salazar asked Superintendent Montoya to ensure that the Parent/Student handbook and the Athletic handbook are separated on the agenda. Motion made by LaVonna James to table the approval of the Parent/Student and Athletic Handbooks as recommended; seconded by Darlene Gomez. Motion carried unanimously.

5. MOA- Jicarilla Apache Nation & DISD

- This item tabled until the next regularly scheduled board meeting.

6. Walsh Gallegos, Legal Agreement

Board Member, Darlene Gomez had some concerns and questions, she stated for the record her concerns on the wording on page one of the retainer agreement under # 1 Telephone Consultation. Darlene stated she wanted more clarification on identifying who is the client and who is the designee. Darlene Gomez stated, she felt it was a conflict of interest. Darlene Gomez asked Superintendent Montoya, for the record, what's her understanding of when to use legal counsel. Superintendent Montoya replied, her understanding is you only use legal counsel when you need it but you need to get approval from the Board Chair. After more discussion, Phillip Salazar mentioned the Board will hold off on the Walsh Gallegos agreement and instructed Superintendent Montoya to continue as she has been regarding communication with legal counsel as well as keeping a log of all communications with the Walsh Gallegos Law firm.

XI. BOARD ISSUES AND CONCERNS (I/A)

None at this time

XII. EXECUTIVE SESSION/LIMITED PERSONNEL MATTERS IN ACCORDANCE WITH SECTION 10-15-1 (H) (2) OF THE OPEN MEETING ACT (1)

Board Secretary LaVonna James stated: Pursuant to Section 10-15-1(H) (1) of the New Mexico Open Meetings Act I move that we vote to close the open meeting to discuss the following matters identified on the agenda.

To clarify and discuss personnel matters

Each member present was polled; Wesley Vigil, voted no, Darlene Gomez, voted yes, LaVonna James, voted yes, Phillip Salazar voted yes. Executive session began at 7:27 p.m. Wesley Vigil stated he was leaving for the remainder of the meeting because he was not in agreement with closing the meeting. The public meeting reconvened at 8:33 p.m. At this time Board Secretary LaVonna James stated that the matters discussed in executive session of this meeting were limited to those specified in the motion for closure

and no action was taken. Darlene Gomez, LaVonna James, Phillip Salazar all voted in the affirmative

XIII. ADJOURNMENT (A)

Superintendent Pam Montoya made the recommendation to adjourn the meeting at 8:34 p.m. Motion made by LaVonna James to adjourn the Board meeting; seconded by Darlene Gomez. Motion carried unanimously. Meeting adjourned at 8:34 p.m.



Levi Pesata, Board President



LaVonna James, Secretary