

**MINUTES OF REGULAR SCHOOL BOARD MEETING
DULCE INDEPENDENT SCHOOLS
April 16, 2019**

I. CALL MEETING TO ORDER

A. Ms. LaVonna James, Board President called the meeting to order at 5:19 pm in the Boardroom of the former Administration Building, Dulce, New Mexico.

The work session began at 3:00 pm. No action was taken.

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: LaVonna James-Board President; Phillip Salazar-Vice-President; Darlene Gomez-Darlene Gomez-Board Secretary, via telephonically; Levi Pesata-Board Member

MEMBERS ABSENT Wesley Vigil-Board Member

ADMINISTRATION PRESENT: Pam Montoya-Superintendent; James Cammon-Elementary Principal; Carole Gomez-Business Manager; Robert Cooke- Middle School Principal; Samantha Archer-Middle School Assistant Principal; Katie Cachucha-SPED Coordinator; Cindy Julian-Elementary Assistant Principal; Mark Marez-Security; Joseph Atencio-Facilities Manager; Kirt Vicenti-Transportation Director; Christina Martinez-Food Service Manager; Bart Owen-Technology/Chief Procurement Officer; Yvette Mares-Recorder

TEACHERS PRESENT: Lee Hill, Leea Longino; Nancy Jobe; Antonia Gleeson

OTHER STAFF PRESENT: Bryon Callado (060 Employee); Jacob Herbster-Transportation

OTHERS PRESENT: Ferlinda Pesata; David M. Montoya; Leon K. Reval; Jerry Albo; Haeyalyn Muniz; Diana Vigil; Phoebe Vicenti; Vicki Martinez; Everett Vigil; JJ Griego; Andrew I. Quintana; Jennifer Muskrat; Heather Gomez; Annette Tecube; Jackie Moya; Clifton Maria; Lewis Martinez

Phillip Salazar made the motion to approve the Agenda with the following changes:

1. Move #3 George K. Baum & Company-Debt Profile to #1 under New Business
2. Move # 4 FY 18 Audit Presentation to #2 under New Business
3. Move # 1 JADE-Haeyalyn Muniz to # 3 under New Business
4. Move #2 Calendar Committee Presentations to # 4 under New Business
5. Table # 7 Introduction of Ortiz & Zamora Law Firm
6. Delete item # 8 Out of State Travel Request-Dulce San Carlos Project
7. Add under Financial Report-Monthly Budget Changes, add b. Budget Decrease

Seconded by Levi Pesata. Motion carried.

III. LIMITED PUBLIC PARTICIPATION FORUM (I)

Phoebe Vicenti expressed her concerns on Dulce Schools. Ms. Vicenti stated she is a concerned grandparent about the education the students are getting here at Dulce Schools. She urged the Board to work together and work with the school to help our kids get them ready for college.

IV. SUPERINTENDENT'S REPORT (I)

Superintendent Montoya presented her report to the Board. Mrs. Montoya informed the Board, we are expecting a visit from NM PED at the end of April or the beginning of May. Mrs. Montoya report included updates/information on: MRI Status, staffing, enrollment #'s, Pre K Application update, TESR report update (2017/2018 Status Report), community liaison update, testing update, update on the status of the budget, brief update on HMH (HMH presented during the work session), brief update on facilities, security and food service, update on enrollment/staffing and ongoing evaluations.

V. REPORT FROM STAFF AND STUDENTS (I)

Staff reports were given during the work session at 3:00 pm

VI. APPROVAL OF MINUTES (A)

1. Approval of the March 19, 2019 Regular Board Meeting Minutes

Superintendent Montoya made the recommendation to approve the March 19, 2019 Regular Board Meeting Minutes as presented. Motion made by Phillip Salazar to approve the March 19, 2019 Regular Board Meeting Minutes as recommended; seconded by Levi Pesata. Motion carried unanimously.

2. Approval of the April 05, 2019 Special Board Meeting Minutes

Superintendent Montoya made the recommendation to approve the April 05, 2019 Special Board Meeting Minutes as presented. Motion made by Phillip Salazar to approve the April 05, 2019 Board Meeting Minutes as presented; seconded by Levi Pesata. Motion carried unanimously.

VII. FINANCIAL REPORTS: (I/A)

1. Consolidated Board Report (I)

Business Manager, Carole Gomez presented the Consolidated Board Report's for March 2019 for information purposes. No areas of concern.

2. March 2019 Disbursement Report (A)

Business Manager, Carole Gomez presented the March 2019 Disbursement Report. LaVonna James had a question on check # 59033 for mileage and reimbursement. Carole Gomez stated she would look into the back up for that disbursement. Superintendent Montoya made the recommendation to approve the March 2019 Disbursement Report as presented. Motion made by Phillip Salazar

to approve the Disbursement report as presented; seconded by Levi Pesata.
Motion carried unanimously.

3. Monthly Maintenance Transfers Report (A)

- a. Business Manager, Carole Gomez presented the Monthly Maintenance Transfers Report for March 2019.
Superintendent Montoya made the recommendation to approve the Monthly Maintenance Transfers Report as presented. Motion made by Phillip Salazar to approve the Monthly Maintenance Transfers Report as presented; seconded by Levi Pesata. Motion carried unanimously.
- b. Business Manager, Carole Gomez presented the Budget Decrease request for Diesel Fuel in the amount of \$460.00.
Superintendent Montoya made the recommendation to approve the Budget Decrease request as presented. Motion made by Phillip Salazar to approve the Budget Decrease request as presented; seconded by Levi Pesata. Motion carried unanimously.

VIII. PURCHASES (I/A)

None at this time

IX. OLD BUSINESS (I/A)

1. No Old Business to discuss at this time

X. NEW BUSINESS (I/A)

1. George K. Baum & Company-Debt Profile

John Archuleta from George K. Baum & Company presented the DIS debt analysis profile report to the Board. This report included:

- Historical Assessed Valuation
- Historical Mill Levy Tax Rates Report
- General Obligation Bonds
- Refunding Opportunity

Mr. Archuleta, explained how to use excess cash to help reduce overall debt and said he would present a resolution at the next regular scheduled board meeting which would require Board action.

Superintendent Montoya made the recommendation to approve the George K. Baum Debt Profile as presented. Motion made by Phillip Salazar to approve the George K. Baum Debt Profile as presented; seconded by Levi Pesata. Motion carried.

2. FY 18 Audit Presentation

JJ Griego and Andrew Quintana with McCabe CPA Group LLC presented the FY 2018 Annual Financial Audit Report to the Board for information purposes.

3. JADE-Haeyalyn Muniz

Haeyalyn Muniz began her presentation by asking the Board for permission to go into executive session. LaVonna James informed Ms. Muniz she could not approve her request because it was not listed on the Agenda. Levi Pesata then informed LaVonna, yes it is allowed, if someone asks for the Board to close the meeting to discuss a matter, LaVonna asked legal counsel Linda Trujillo (Walsh

& Gallegos Law Firm) if this would be allowed. Ms. Trujillo advised executive session would be at the discretion of the board and the public needs to be notified that the Board may potentially go into executive session on a particular item. Board President, LaVonna James did not close the meeting.

Ms. Muniz then presented her report stating she is requesting support from the District to have staff from the JADE department to visit the schools and present professional development training for District Administration, staff and teachers. Levi Pesata stated this would have to be incorporated with the school calendar to coincide with the professional development days already on the calendar.

Phillip Salazar suggested an MOU be created, Ms. Muniz stated an MOU was created and was signed off by Mr. Pesata but was not finalized but she is willing to re-present at the next meeting. LaVonna James stated the Board will table this item and put under executive session at next month's board meeting.

4. Calendar Committee Presentation-(2019-/2020 SY Calendar)

Leea Longino and Nancy Jobe presented the Board with two calendars.

1. 180 days for students/185 days for teachers
2. 177 days for students/185 days for teachers

Superintendent Montoya made the recommendation to approve the SY 2019-2020 School Calendar, 177 days for students/185 days for teachers as presented.

Motion made by Phillip Salazar to approve the 177 student/185 teacher calendar as presented; seconded by Darlene Gomez. Motion carried unanimously.

5. Audit Services FY- 2019

Carole Gomez presented the scoring sheet for the Audit Service Proposals. Four proposals were presented. Accounting & Financial Solutions scored the highest on the scoring sheet.

- Manning Accounting
- Accounting & Financial Solutions
- Hinkle & Landers
- Rice & Associates

Superintendent Montoya made the recommendation to approve the audit services contract for Accounting & Financial Solutions as presented for FY 2019. Phillip Salazar made the motion to approve the contract for Accounting & Financial Solutions as presented; seconded by Levi Pesata. Motion carried.

6. Out of State Travel Request-Power School University

Superintendent Montoya presented an out of state travel request to attend Power School University. Mrs. Montoya explained the benefits of having someone attend this training because we currently utilize this program but not to its full capacity and this individual would come back and train additional staff. Mrs. Montoya stated the dates are June 23-27, 2019 in California and would probably send Mr. Milton Archuleta or Lance Eaton. Superintendent Montoya made the recommendation to approve the out of state travel request for Power School University as presented in the amount of \$3,803.52. Motion made by Levi Pesata to approve the out of state travel request as presented. No second motion, motion did not carry.

7. Introduction of Ortiz & Zamora Law Firm

This item tabled until the next regular scheduled board meeting

8. Out of State Travel Request-Dulce San Carlos Project

This item deleted from the Agenda during approval of the Agenda

XI. BOARD ISSUES AND CONCERNS (I/A)

1. Advertising-Pay Scale (Human Resources)

This item discussed during the work session under Human Resources

2. Board Member Residency Requirements

Levi Pesata stated this is an ongoing issues regarding whether one of our board members meets the residency requirement based on HB98 Law. Levi asked LaVonna James to look into this get some kind of resolution. LaVonna James introduced Linda Trujillo from Walsh & Gallegos Law Firm to address this question. Ms. Trujillo read the law and interpreted it for the Board. Levi Pesata responded there is a growing concern out there about this particular individual because there are other factors involved here because this individual does not physically reside here anymore and this individual has been banned from the Jicarilla Apache Nation which creates another problem and there are several agencies looking into this. After more discussion on this matter, LaVonna James closed this item at this time. LaVonna James called for a five minute recess at 7:33 before the Board went into Executive Session.

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

LaVonna James stated the following

Pursuant to Section 10-15-1(H) (I) of the New Mexico Open Meetings Act, I moved that we vote to close the open meeting to discuss the following matters identified on the agenda.

- A. Pending Legal Matters/Cuddy & McCarthy Law Firm
- B. Superintendent Performance
- C. Superintendent Contract

Each Board Member was polled; Darlene Gomez voted yes, LaVonna James voted yes, Phillip Salazar voted yes, Levi Pesata voted yes.

Executive session began at 7:44 pm

The meeting reconvened at 10:00 pm

At this time LaVonna James stated 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 and Levi Pesata all voted in the affirmative.

XIII. SUPERINTENDENT PERFORMANCE (I/A)

This item tabled.

XIV. SUPERINTENDENT CONTRACT (I/A)

Board President LaVonna James moved to not extend the Superintendents contract for the 2019/2020 school year; seconded by Darlene Gomez. Levi Pesata opposed, voted no. Motion carried by majority vote.

Board President LaVonna James stated there will be a special board meeting scheduled for April 22, 2019 at 1:00 pm.

XV. ADJOURNMENT (A)

Darlene Gomez made the motion to adjourn the Board Meeting at 10:04 pm; seconded by Phillip Salazar. Motion carried. Meeting adjourned at 10:04 pm.



LaVonna James, Board President



Darlene Gomez, Secretary