

MINUTES OF REGULAR SCHOOL BOARD MEETING

DULCE INDEPENDENT SCHOOLS

March 23, 2021

I. CALL MEETING TO ORDER

A. Mr. Leon Reval, Board President called the virtual meeting to order at 3:00 p.m. in the conference room at the District Administration Building, Dulce, New Mexico.

B. The Pledge of Allegiance and Salute to the State Flag of New Mexico was recited.

II. ASCERTAIN QUORUM (I)

MEMBERS PRESENT: Members present at roll call were: Leon Reval-President; Levi Pesata-Vice President; Diana F. Vigil-Board Member, Phillip Salazar-Board Member; LaVonna James-Board Secretary

MEMBERS ABSENT:

ADMINISTRATION PRESENT: Present including Teams platform and phone conference were:

Dr. Jim Hattabaugh-Superintendent; Carole Gomez-Business Manager; Ina Montoya-Elementary Principal; Samantha Archer-Middle School Principal; Katie Cachucha-SPED; Melody Gomez-HR Manager; Yvette Mares-Recorder

TEACHERS PRESENT:

OTHER STAFF PRESENT:

OTHERS PRESENT:

III. APPROVE AGENDA (A)

Superintendent Hattabaugh made the recommendation to approve the Agenda as presented. Motion made by Phillip to approve the Agenda as recommended; seconded by Diana Vigil. Motion carried.

IV. LIMITED PUBLIC PARTICIPATION FORUM (I)

None at this time

V. EXECUTIVE SESSION (I)

The Board may elect to go into Executive Session for reasons permitted in the New Mexico Open Meetings Act.

a. Discussion and Completion of the Superintendent Evaluation

Board Secretary, LaVonna James read the closure of meeting phrase:

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.

Each Board Member was polled; Leon K. Reval, Phillip Salazar, LaVonna James, Diana Vigil and Levi Pesata all voted yes.

Meeting closed at 3:07 p.m.

Meeting reconvened at 4:30 p.m.

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. Leon Reval, Phillip Salazar, Levi Pesata, Diana Vigil and LaVonna James all voted in the affirmative.

VI. CONSIDER TAKING ACTION ON EXECUTIVE SESSION TOPICS (A)

1. Discussion and possible approval of the Superintendent Evaluation as discussed in closed session.

At this time Leon Reval asked for a motion to approve the Superintendent evaluation as discussed in closed session. Phillip Salazar made the recommendation to approve the Superintendent evaluation as presented in closed session and a special board meeting will be scheduled to allow the superintendent follow-up discussion on his evaluation with the Board; seconded by Diana Vigil. Motion carried. Leon Reval stated he will meet with Dr. Hattabaugh to schedule a special board meeting.

VII. SUPERINTENDENT'S ITEMS (I)

Dr. Hattabaugh presented his report to the Board. Dr. Hattabaugh informed the Board the state legislative session has ended and now we will wait and see how the changes affect the District. Dr. Hattabaugh's report included an update on the collaboration with JAN Department of Youth and Headstart regarding the Respite program, update on graduation plans, update on the calendar, the calendar committee will present two calendars at the April board meeting for Board approval, update on the budget process, staff evaluations, update on testing stating, DISD opted out of all spring testing but we will continue to use interim testing to gather data, DISD is planning a summer program, all stand alone air purifiers have been installed.

Hattabaugh also stated that in meeting with PED Secretary Stewart, it looks like all schools will be moving to in person learning in August, if all things continue to improve and in the coming months we will be working on our re-entry plan for August.

Diana Vigil inquired if the air purifiers have been placed in all the schools. LaVonna James asked for an update on the DAC, will the facility be ready if we need it for graduation, Dr. Hattabaugh answered it will be close, they are still working on the floor.

Principal's Report

Vicky Abreu-HS Principal

No High School report made to the Board at this time.

Samantha Archer-MS Principal

Middle School Principal, Samantha Archer presented her report to the Board, Ms. Archer's report included updates on enrollment, staffing, attendance, testing-Including NWEA and Istations data. Ms. Archer informed the Board, the number of students who qualified for honor roll this nine weeks has gone down quite dramatically almost by half, Ms. Archer is compiling data and will report back to the Board. Ms. Archers report also include updates on the Institute for Learning professional development progress.

Ina Montoya-Elementary Principal

Elementary Principal, Ina Montoya presented her report to the Board, Mrs. Montoya's report included updates on attendance (down a little bit to 82%), enrollment, (have started the process of disenrolling extremely absent students after following the process on filing in court with the parents/guardians), testing data, professional development and the monthly staff morale booster. Leon Reval and Dr. Hattabaugh encouraged the Board to attend these staff meetings, to see the joy, camaraderie and willingness to just be here from the staff

Melody Gomez-HR Manager

Human Resource Manager, Melody Gomez presented her report to the Board. Ms. Gomez's report included updates on the retention stipends, staffing, job openings, job descriptions and compensation, employee evaluation timeline, in the process of calculating the 2021/2022 salary schedules and job announcement banners will be placed through out the community.

VIII. APPROVAL OF MINUTES (A)

February 16, 2021 Regular Board Meeting Minutes

Superintendent Hattabaugh made the recommendation to approve the February 16, 2021 Regular Board Meeting Minutes as presented. Motion made Phillip Salazar to approve the February 16, 2021 Regular Board Meeting Minutes as recommended; seconded by Diana Vigil. Motion carried.

IX. FINANCE COMMITTEE (I/A)

1. Consolidated Board Report (I)

Business Manager, Carole Gomez presented the Consolidated Board Report for information purposes. Ms. Gomez stated she has no areas of concern.

2. February Disbursement Report (A)

Business Manager, Carole Gomez presented the January Disbursement Report for Board approval. Diana Vigil had a question on the free gift items received from Quill. Dr. Hattabaugh made the recommendation to approve the February Disbursement report as presented. Motion made by LaVonna James to approve the February Disbursement as recommended; seconded by Phillip Salazar. Motion carried.

3. Monthly Budget Changes Report (A)

a. Monthly Maintenance Budget Transfers

Business Manager, Carole Gomez presented the Monthly Maintenance Budget Transfers Report for Board approval. Dr. Hattabaugh made the recommendation to approve the Monthly Maintenance Budget Transfers report for February 2021 as presented. Motion made by Phillip Salazar to approve the Monthly Budget Changes as recommended; seconded by LaVonna James. Motion carried.

b. Budget Transfer Request-CARES Act

Business Manager, Carole Gomez presented the Budget Transfer request for the CARES Act in the amount of \$9,215.00 for Board approval. Dr. Hattabaugh made the recommendation to approve the Budget Transfer Request for the CARES Act in the amount of \$9,215.00 as presented. Motion made by LaVonna James to approve the Budget Transfer Request as recommended; seconded by Phillip Salazar. Motion carried.

c. Initial Budget Request-Student Support Services

Business Manager, Carole Gomez presented the Initial Budget Request for Student Support Services in the amount of \$748.00 for Board approval. Dr. Hattabaugh made the recommendation to approve the Initial Budget Request for Student Support Services in the amount of \$748.00. Motion made by LaVonna James to approve the Initial Budget Request for Student Support Services as recommended; seconded by Phillip Salazar. Motion carried.

d. Initial Budget Request-CDC Healthy Schools

Business Manager, Carole Gomez presented the Initial Budget Request for CDC Healthy School in the amount of \$5,000.00 for Board approval. Dr. Hattabaugh made the recommendation to approve the Initial Budget Request for CDC Healthy Schools in the amount of \$5,000.00 as presented. Motion made by Phillip Salazar to approve the Initial Budget Request for CDC Healthy Schools as presented; seconded by LaVonna James. Motion carried.

e. No last minute BAR's at this time

X. OLD BUSINESS (I/A)

No Old Business at this time

XI. NEW BUSINESS (I/A)

1. Approval of the Bilingual Multicultural Education Program (BMEP) 2021/2022

No information available for this item. This item tabled till the April board meeting.

2. Approval of DISD/Jicarilla Child & Family Education Center MOA

Dr. Hattabaugh made the recommendation to approve the MOU between DISD and Jicarilla Child & Family Education Center as presented. Diana Vigil recommend to include guardian along with the parent to read parent/guardian. Phillip Salazar made the recommendation to approve the MOU between DISD and Jicarilla Child & Family Education Center as recommended; seconded by LaVonna James. Motion carried.

3. Approval of Regional Northern Transition Team MOU

Katie Cachucha, presented the Regional Northern Transition Team MOU for Board approval. Dr. Hattabaugh made the recommendation to approve the Regional Northern Transition Team MOU as presented. Motion made by LaVonna James to approve the Regional Northern Transition Team MOU as recommended; seconded by Phillip Salazar. Motion carried.

4. Approval of Request to Dispose of Inventory/equipment-Bus # 12

Dr. Hattabaugh made the recommendation to approve the Request to approve the Dispose of Inventory/Equipment-Bus # 12 as presented. Phillip Salazar inquired why Jacob Herbster signed the request to dispose of the bus, the request should come from the Transportation Director-Kirt Vicenti. Dr. Hattabaugh stated, Jacob Herbster has signed these forms in the past. Leon Reval stated we should follow proper protocol and table this item to get the proper required signature.

5. Approval of Accounting & Financial Solutions (CPA) for FY 2020/2021 Audit

Dr. Hattabaugh made the recommendation to approve of the Accounting & Financial Solutions (CPA) for FY 2020/2021 Audit. Carole Gomez stated we have used this firm the last two years and we do not need a signature page. Motion made by Phillip Salazar to approve the use of the Accounting & Financial Solution firm for the FY 2020/2021 audit as recommended; seconded by LaVonna James. Motion carried.

6. Approve Date for Board Work Session to Review Board Self Evaluation

Dr. Hattabaugh sated he has tried and will continue to contact Hugh Prather to find out what days he's available to meet and discuss the Board self-evaluation survey results. Leon stated we are waiting for Mr. Prather to get back with us so we can schedule the meeting on the Board Self-Evaluation and also discuss the superintendent evaluation with Dr. Hattabaugh. Mr. Reval stated we have two separate things we need to discuss at this work session, we will work on this and get back to the Board with dates that will work for the board members schedules. Mr. Reval asked for a recommendation to agree to schedule these two items with a date forthcoming and for the record this is separate from the discussion on the formal superintendent evaluation and its up for discussion on how we want to have these work sessions to have positive out comes. Mr. Reval asked each Board Member for a consensus to have the work sessions to continue the practice of board self-evaluation and superintendent evaluation. LaVonna James, Phillip Salazar, Levi Pesata and Diana Vigil agreed to schedule a work session to discuss Superintendent Evaluation and Board Self Evaluation. Leon stated we will get back to the Board with the date scheduled for the work session.

XII. ADJOURNMENT (A)

Leon Reval thanks everyone for attending the meeting. Dr. Hattabaugh made the recommendation to adjourn the meeting at 5:19 p.m. Motion made by Phillip Salazar to adjourn the meeting as recommended; seconded by LaVonna James. Motion carried.



Leon K. Reval, Board President



LaVonna James, Board Secretary