

**MINUTES OF REGULAR SCHOOL BOARD MEETING**  
**DULCE INDEPENDENT SCHOOLS**  
**August 16, 2022**

**I. CALL MEETING TO ORDER**

A. Board President-Phillip Salazar called the meeting to order at 4:00 p.m. in the conference room at the District Administration Building, Dulce, New Mexico.

1. 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: Phillip Salazar- Board President, Frankie Ortiz- Board Vice-President, Annette TeCube-Secretary; Diane Vigil-Board Member joined meeting at 4:01 p.m.

MEMBERS ABSENT:

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

Ina Montoya-Interim Superintendent/Elementary Principal; Carole Gomez-Business Manager; Melody Gomez-HR Director; Estefanita Abeyta-Director of Instruction; Nancy Jobe- High School Principal; Jack Props, Middle School Principal; Melissa Polacco- Federal Programs Coordinator; Yvette Mares- Accounts Payable; Carla Martinez, HR Secretary

TEACHERS PRESENT:

OTHER STAFF PRESENT: Frank Mestas, High Assistant Principal/ Athletic Coordinator; Selenarose Hammond; Athletic Secretary

OTHERS PRESENT: Maureen Olsen, Community Member, Roxie De Santiago, Walsh Gallegos; Stephanie Mendivil, Walsh Gallegos

**III. APPROVE AGENDA (A)**

Interim Superintendent, Ina Montoya made the recommendation to approve the Agenda with changes of tabling the swear in of the new board member.

Motion made by Frankie Ortiz; seconded by Diane Vigil. Motion carried.

**IV. LIMITED PUBLIC PARTICIPATION FORUM (I)**

None at this time.

**V. SUPERINTENDENT'S ITEMS (I)**

1. Ina Montoya, Interim Superintendent Report

Interim Superintendent, Ina Montoya presented her Superintendent Report to the Board. Mrs. Montoya's report included information and updates on previous meetings with the Dulce First Responders for security, the Jicarilla Apache Nation Leadership for DISD updates, and the Meet and Greet Event. Mrs. Ina Montoya also updated the Board on security, security with COVID safety, updated district technology, campus improvements and restructuring. An update for the 23-24SY was provided by Mrs. Ina Montoya

for moving the Elementary School to the Middle School based on current projected student enrollment numbers. At this time Mrs. Montoya entertained questions from the Board.

2. Nancy Jobe-High School Principal

Nancy Jobe, High School Principal presented the Board with the High School report. Mrs. Jobe's report included current student enrollment numbers, an update from summer school, afterschool tutoring, the start of Student Council and Close Up, the awarded grant funds for a new greenhouse, the implementation of "Student of the Month" and "Employee of the Month," as well as subject of the month. Mrs. Jobe entertained questions from the Board at this time.

3. Jack Props- Middle School Principal

Middle School Principal, Jack Props presented the Board with the Middle School Report. The report included an updated student enrollment, vacant teacher positions resulting in Mr. Props having to teach 7<sup>th</sup> and 8<sup>th</sup> grade science, the Middle School having to walk to the High School for lunch, and an added math curriculum for students. Mr. Props entertained questions from the Board at this time. The Board questioned why the Middle School was walking to the High School for lunches. Mr. Props provided clarification and informed the Board, they do not have enough cooks to provide meals at both the High School and Middle School.

4. Ina Montoya, Elementary Principal

Elementary Principal, Ina Montoya presented her report to the Board. Mrs. Montoya's report included quantitative data on student enrollment numbers, BOY testing, teacher training for August, DES safety, enforcement of the clear backpacks, student behavior challenges, and parking lot concerns for student pick-up times. At this time Mrs. Ina Montoya entertained questions from the Board. The Board mentioned their concerns regarding the student pick-up traffic congestions. Mrs. Ina Montoya took the comments into consideration of how to reduce the traffic congestion.

**VI. APPROVAL OF MINUTES (A)**

**Approval of the July 19, 2022 Regular Board Meeting Minutes**

Interim Superintendent, Ina Montoya made the recommendation to approve the July 19, 2022 Regular Board Meeting Minutes as presented. Motion made by Frankie Ortiz; seconded by Annette TeCube, Diane Vigil voted no. Motion carried.

**Approval of the August 8, 2022 Special Board Meeting Minutes**

Interim Superintendent, Ina Montoya made the recommendation to approve the August 8, 2022 Special Board Meeting Minutes as presented. Motion made by Frankie Ortiz; seconded by Phillip Salazar. Motion carried.

**VII. FINANCE COMMITTEE (I/A)**

1. Consolidated Board Report (I)

Business Manager, Carole Gomez presented the Consolidated Board Report for information purposes only.

2. July 2022 Disbursement Report (A)

Business Manager, Carole Gomez presented the July 2022 Disbursement Report for Board approval. Interim Superintendent, Ina Montoya made the recommendation to approve the July 2022 Disbursement reports as presented. Motion made by Frankie Ortiz; seconded by Diane Vigil. Motion carried.

3. Monthly Budget Changes Report (A)

a. Monthly Maintenance Budget Transfers

Business Manager, Carole Gomez presented the July 2022 Maintenance Budget Transfers for Board approval. Ms. Gomez informed the Board books were ordered in June 2022, but were not received until July 2022. Interim Superintendent, Ina Montoya made the recommendation to approve the Monthly Maintenance Budget Transfer as presented. Motion made by Frankie Ortiz; seconded by Diane Vigil. Motion carried.

b. BARs.

Business Manager, Carole Gomez presented the July 2022 BARs for Board approval. Ms. Gomez informed the Board the BARs were for Teacher/Principal Training & Recruiting in the amount of \$1,568.00. Interim Superintendent, Ina Montoya made the recommendation to approve the BARs in the amount of \$1,568.00 as presented. Motion made by Frankie Ortiz; seconded by Diane Vigil. Motion carried

c. Last Minute BARs.

None at this time.

**VIII. OLD BUSINESS (I/A)**

1. Approve amended salary schedule: For Technology Curriculum Coach (A)

HR Director, Melody Gomez, presented the changes in the amended salary schedule for Board approval. Melody Gomez explained the changes made were to the job title, the change from Technology Curriculum Coordinator to Technology Curriculum Coach. Additional changes were to the salary, the salary was reduced to Step 0. Further discussion continued on program operations used by teachers in the classroom. Interim Superintendent, Ina Montoya provided further clarification on why this position is needed to assist teachers with the online programs. Interim Superintendent, Ina Montoya made the recommendation to approve the amended salary schedule as presented. Motion made by Annette TeCube; seconded by Diane Vigil. Phillip Salazar and Frankie Ortiz voted no. Motion did not carry, ended in a tie. No further discussion on the item.

**IX. NEW BUSINESS (I/A)**

1. Approve Out of State Football Game: Montezuma Creek, UT (A)

High School Assistant Principal/ Athletic Director, Frank Mestas presented the proposal for the Out of State Football Game in Montezuma Creek, UT. Mr. Mestas explained the difficulties the Athletic Department has had scheduling football games due to isolation from 8-man teams. He also informed the Board Whitehorse High School also has an 8-man team for their school district. Interim Superintendent, Ina Montoya made the recommendation to approve the out of state football game in Montezuma Creek, UT as presented. Motion made by Annette TeCube; seconded by Frankie Ortiz. Motion carried.

2. DISD Staff Handbook (I/A)

Interim Superintendent, Ina Montoya, along with Roxie De Santiago and Stephanie Mendivil of Walsh Gallegos presented the DISD Staff Handbook for the 2022-2023 school year. Ms. Mendivil reviewed the handbook and provided an updated version to the DISD with minor corrections and ensured the handbook was not in violation of any laws. Further discussion continued on the sections of the Bell Schedule, a Chain of Command, whistleblower protection and processes, and a Code of Ethics. The Board also made the selection of the new cover page with the change of the blue Elementary logo. Interim Superintendent, Ina Montoya made the recommendation to approve the DISD Staff Handbook with changes to include the chain of command that is compliant with the School Board policy as presented. Motion made by Frankie Ortiz; seconded by Diane Vigil. Motion carried.

3. Regional SBA Meeting: October 3, 2022 (I)

Board President, Phillip Salazar presented the suggested items for the Regional SBA Meeting on October 3, 2022, from 5:30 p.m. to 8/8:30 p.m., which will be hosted by DISD. Further discussion continued on meals, hotel rooms, student performances, and student involvement from all three schools. High School Principal, Nancy Jobe suggested the Jicarilla Arts classes create centerpieces or additional items for decorations.

4. NMSBA Policy Service Alert- July 2022 (I)

Board President, Phillip Salazar informed the Board of the NMSBA Policy Service Alert for July 2022. The new policy alert is for information purposes only.

**X. EXECUTIVE SESSION (I)**

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

1. Limited Personnel Matters as permitted under Section 10-15-1(H)(2) of the New Mexico Open Meetings Act; specifically, so that the Board can discuss:

**XI. CONSIDER TAKING ACTION ON EXECUTIVE SESSION TOPICS (A)**

None at this time.


**XII. ANNOUNCEMENTS (I)**

Interim Superintendent, Ina Montoya made the announcement of Director of Operations, Bart Owen's resignation from DISD.

Annette TeCube made the announcement of the JOM's Immersion Culture Camp from 9:00 a.m. to 4:00 p.m. Interim Superintendent, Ina Montoya informed the Board if DISD students attend, they will be excused from school; sign-in sheets were requested to confirm attendance at Immersion Camp.


**XIII. ADJOURNMENT (A)**

Interim Superintendent, Ina Montoya made the recommendation to adjourn the meeting. Motion made by Frankie Ortiz; seconded by Annette TeCube. Motion carried. Meeting adjourned at 5:41 p.m.



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Phillip Salazar, Board President



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Annette TeCube, Board Secretary