

**MINUTES OF REGULAR SCHOOL BOARD MEETING**

**DULCE INDEPENDENT SCHOOLS**

**December 17, 2019**

**I. CALL MEETING TO ORDER**

- A. Ms. LaVonna James, Board President called the meeting to order at 5:06 p.m. in 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: LaVonna James-Board President; Phillip Salazar-Vice-President; Levi Pesata-Board Member

MEMBERS ABSENT: Darlene Gomez, Wesley Vigil

ADMINISTRATION PRESENT: James Cammon-Interim Superintendent; Carole Gomez-Business Manager; Ina Montoya-Elementary Principal; Samantha Archer-Middle School Principal; Kira Vicenti-Attendance Clerk/Athletic Secretary; Joseph Atencio-Facilities Manager; Melissa Polaco-Federal Programs Director; Ram K. Das-Dean of Students Data; Katie Cachucha-SPED Coordinator; Bart Owen-Technology Coordinator/CPO; Christina Martinez-Food Service Manager; Mark Marez-District Safety & Security; Vicky Abreu-High School Principal; Estefanita Abeyta-District Test Coordinator; Yvette Mares-Administrative/Board Secretary

TEACHERS PRESENT: Lisa Martinez

OTHER STAFF PRESENT: Inky Vicenti

OTHERS PRESENT: Shon Paul RedRose, Desiree Gurule

Phillip Salazar recommended moving Executive Session before the Interim-Superintendent's report because we have legal counsel in attendance and she is traveling. Interim-Superintendent Cammon made the recommendation to approve the Agenda with the change, move # 9 Executive Session to # 4. Motion made by Phillip Salazar to approve the Agenda as presented; seconded by Levi Pesata. Motion carried.

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

None at this time

**IV. EXECUTIVE SESSION**

Phillip Salazar Board Vice-President stated:

Pursuant to Section 10-15-1(H) (2) 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.

- 1. Specifically to discuss Interim-Superintendent Performance
- 2. Personnel Matters
- 3. Legal Update

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

Meeting closed at 5:10 p.m.

The open meeting reconvened at 6:43 p.m.

At this time Phillip Salazar 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. LaVonna James, Levi Pesata and Phillip Salazar all voted in the affirmative.

**V. CONSIDER TAKING ACTION ON EXECUTIVE SESSION TOPIC:**

- 1. Consider issuing Interim-Superintendent performance notice

LaVonna stated the Board will develop goals and will discuss this at the work session which will be scheduled at the beginning of January and will take further action at the next regular board meeting.

Interim-Superintendent Cammon made the recommendation to schedule a work session in January to set the goals for the evaluation for the Interim-Superintendent. Motion made by Phillip Salazar to approve scheduling the work session as recommended; seconded by Levi Pesata. Motion carried.

**VI. SUPERINTENDENT'S REPORT (I)**

Interim-Superintendent Cammon presented his report to the Board. Mr. Cammon updated the Board on School Activities/Events & Conferences/Correspondence. Mr. Cammon also provided the Board updates on the current MOU's/MOA's, Professional Development, Staffing/Personnel, Program Offerings, District-Wide Initiative, Clubs/Activities and Career Technology Education.

Mr. Cammon asked the Board to consider scheduling a meeting with the JAN Tribal Council and the Community Partnership Committee in a work session format to move forward with the Nation.

Mr. Cammon provided the Board with a current 40-day staffing report and a 2018/2019 report for comparison.

Phillip Salazar and LaVonna James requested an updated organizational chart, Mr. Cammon stated he would provide that at the next meeting.

Levi Pesata asked Carole Gomez if the District is currently in compliance with state mandates set forth by the PED per the last legislative session for this school year pertaining to salaries. Carole responded yes we are.

Mr. Cammon explained the stipend schedule for BPA Sponsor. LaVonna James asked Mr. Cammon why his report was not part of the packet and handed out during the meeting. Mr. Cammon stated he has been very busy working on reports.

**VII. REPORT FROM STAFF AND STUDENTS (I)**

No reports from staff/students at this time.

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

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

This item tabled till the next Regularly Scheduled Board meeting to get further clarification on whether Mr. Wesley Vigil stated he would not be attending the upcoming Board conference and anymore Board Meetings.

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

**1. Consolidated Board Report (I)**

Business Manager, Carole Gomez presented the Consolidated Board Report for information purposes. Ms. Gomez informed the Board we have not received any impact aide funding, we have to make an interest payment now in January and another one due in March of next year. We still have not received MRI funding from last year it's at the 2<sup>nd</sup> level of approval. LaVonna inquired if we had any kind of cash reserve, Carole replied we are not mandated to have a cash reserve but we do have a reserve of \$75,000.00 and we are still receiving our SEG funding on a monthly basis. Phillip stated at the rate we are going he fears we will be broke by February. LaVonna asked Mr. Cammon how many times he meets with Carole regarding budget, Mr. Cammon stated they plan on meeting soon. Carole stated she plans to have a budget planning meeting in January.

LaVonna James asked Mr. Cammon to provide the mid-year budget review regarding revenue & expenditures as required by policy at the next board meeting.

LaVonna James inquired if the \$8,000.00 has been procured for legal fees and what has the district paid to date for teacher VISA's.

**2. November 2019 Disbursement Report (A)**

Business Manager, Carole Gomez presented the November 2019 Disbursement Report.

Interim-Superintendent Cammon made the recommendation to approve the November 2019 Disbursement Report as presented. Motion made by Phillip Salazar to approve the November 2019 Disbursement Report as presented; seconded by Levi Pesata. Motion carried.

3. Monthly Budget Changes Report (A)

Business Manager, Carole Gomez presented the Monthly Budget Changes Report. Mr. Cammon explained the HS Principal and the Dean of Student salary. LaVonna James inquired why are we creating positions that were not on the original budget. Mr. Cammon explained the Athletic Coordinator, Athletic Director and Athletic Clerk positions and roles. LaVonna James stated her concern that with all these transfers we are taking away from the students. Interim-Superintendent Cammon made the recommendation to approve the Monthly Budget Changes Report as presented. Motion made by Phillip Salazar to approve the Monthly Budget Changes Report as recommended; Levi Pesata seconded the motion but stated he would like to see the amounts of the changes. Motion carried.

a. September Quarterly Cash Report

Business Manager, Carole Gomez presented the September Quarterly Cash Report for information purposes only stating this report was recently revised on December 09, 2019 and for the first quarter July-September.

X. OLD BUSINESS (I/A)

1. Approval of Deletions for Supply Assets 2019/2020 – Veterans Basket

Interim-Superintendent Cammon made the recommendation to approve the Deletions for Supply Assets 2019/2020 for the Veterans Basket as presented. Motion made by Phillip Salazar to approve the Deletions for Supply Assets 2019/2020 as recommended; seconded by Levi Pesata. Motion carried.

2. Approve amended salary schedule for substitute teacher positions

Mr. Cammon explained the amended salary schedule presented. He explained the comparison from the schedule previously presented to the amended schedule stating we are attempting to hold on to good substitutes and motivating others to want to substitute. Levi Pesata inquired how many hours a day substitutes work. The Board expressed concerns about why this schedule being amended and presented for the 3<sup>rd</sup> time this far into the school year.

Interim-Superintendent Cammon made the recommendation to approve the amended salary schedule for substitute teacher positions as presented. No motion made. Motion did not pass.

XI. NEW BUSINESS (I/A)

1. Discussion of Board Policy D-2450 Contracts for Purchases and Services. Consider amending policy to limit administration spending authority. (A)

This item tabled to allow discussion at the work session prior to next month's regular scheduled board meeting. Interim-Superintendent Cammon stated after talking with Don Williams he is not sure if the advisories were repealed prior to adopting them back in July. LaVonna James asked Yvette Mares to look into this and report back.

2. Discussion Yazzie-vs-Martinez Case Including Community/School Partnership Committee Presentation, Consider Scheduling Work Session (A)

This item tabled to allow discussion at the work session prior to next month's regular scheduled board meeting.

3. Approve the Salary Stipend for BPA Sponsor (A)

Mr. Cammon presented the salary stipend for Business Professional of America (BPA) sponsor.

Phillip Salazar made a suggestion for the stipend to be similar to the close-up sponsor or student council sponsor. Levi Pesata inquired if this is the first year we have this BPA program. Mr. Cammon suggested the Board table this until they determine CTE program funding and structure. Phillip Salazar stated Ms. Martinez has already been doing this program and has a group of kids who are engaged and all 18 students, 100% are going to the state competition and she deserves to be recognized.

Phillip Salazar made a suggestion to approve the salary stipend for BPA sponsor for \$1,600.00. Interim-Superintendent Cammon made the recommendation to approve the salary stipend for BPA (Business Professionals of America) Sponsor at \$1,600.00. Motion made by Phillip Salazar to approve the salary stipend for BPA Sponsor as recommended; seconded by Levi Pesata. Motion carried.

XII. BOARD ISSUES AND CONCERNS (I/A)

1. Announcement NMSBA Recognition Awards

Board President, LaVonna James wanted to acknowledge and congratulate the Board Members who received 2019 Leadership Development Program Awards at the NMSBA Annual Conference awards luncheon, December 06, 2019.

Darlene Gomez received a:

- Level I (reached 24 cumulative training hours within the 2018-2019 program/training year)

LaVonna James received an:

- Exemplary (Earned 20 or more hours within the 2018-2019 Program Training Year)
- Level II (Reached 36 cumulative training hours within the 2018-2019 program/training year)

Levi Pesata received a:

- Level II (Reached 36 cumulative training hours within the 2018-2019 program/training year)

Phillip Salazar received a:

- Level II (Reached 36 cumulative training hours within the 2018-2019 program/training year)

2. Board Member Institute January 23-25 at the El Dorado Hotel in Santa Fe, NM. Confirmation of attendance.

LaVonna James, Levi Pesata and Phillip Salazar all stated they would be attending the upcoming NMSBA 2020 Board Member Institute-January 23-25, 2020.

XIII. ADJOURNMENT (A)

Motion made by Phillip Salazar to adjourn the Board Meeting at 8:04 p.m.; seconded by Levi Pesata. Motion carried.



LaVonna James, Board President



Darlene Gomez, Secretary