

**PEÑASCO SCHOOL BOARD OF EDUCATION**  
**SPECIAL BOARD MEETING**  
**Veterans Memorial Administration Building**  
**Monday, September 30, 2019**  
**7:00 P.M.**

**1. Call Meeting to Order/Welcome/Moment of Silence/Salute to Flags**

The Special Board Meeting of Monday, September 30, 2019 was called to order at 7:07 p.m. by Mrs. Mary Trujillo Mascareñas, Board President. Mrs. Trujillo Mascareñas welcomed everyone present and called for a moment of silence.

The Pledge of Allegiance to the United States Flag  
Salute to New Mexico Flag

**2. Roll Call**

Board members present were Mr. Leroy Lopez, Ms. Amanda Bissell, Mrs. Mary Trujillo Mascareñas, and Mrs. Dorothy Lopez-Sherman. Ms. Sherry Archuleta was absent.

Ms. Lisa Hamilton was also present.

**3. Approval of Agenda Contents**

Ms. Lisa Hamilton recommended approval of the **September 30, 2019 Special Board Meeting Agenda with the following changes:** table "Insurance Paid on all PISD owned properties.

A motion to approve the recommendation was made by Mrs. Dorothy Lopez-Sherman and seconded by Mr. Leroy Lopez.

Mrs. Mary Trujillo Mascareñas called for the vote. Voting in the affirmative were Mr. Leroy Lopez, Mrs. Mary Trujillo Mascareñas, Mrs. Dorothy Lopez-Sherman, and Ms. Amanda Bissell. Motion carried.

**4. Discussion Items**

• **Proposed Time Change for Special Board Meetings**

Discussion followed regarding a start time of 6:00 pm for Special Board Meetings. All board members were okay with 6:00 pm. The Open Meetings Act Resolution will be presented for revision and approval at a later board meeting.

• **Food Service Program**

1. **Breakfast After the Bell** – State announcement regarding school districts with 66% or greater free or reduced lunch membership. Discussion regarding expansion to district-wide BAB for PISD. Students going to Northern would be taking breakfast on the bus and MS/HS students would have access to grab & go at the carpet area in the commons. BAB program schools are ranked I, II, and III with I being best and III worst. PISD is currently ranked II. Deadline to comply is October 13<sup>th</sup>, 2019.

Further discussion followed regarding budget, logistics, benefits, delivery and rodents.

2. **Winter Break Food Service** – requires a high % of free and reduced lunch membership. Meals would not be served on holidays. Discussion followed regarding heating the cafeteria during the break and inclement weather days.

- **Update on K12Accounting Work and Training**

Ms. Duran updated the Board regarding the review of a job description, a training calendar, training on a weekly basis with K12Accounting. Working on making sure funds are not in the red.

School Ability is requesting payment in the amount of \$19,000. Several requests for a contract have been made to School Ability. The district finally received the agreement for approval by the board. Ms. Hamilton has been working directly with Bryan Runyan on escalating some business office processes.

**Nailor Property Update** – Ms. Hamilton informed the Board that Picuris Pueblo appears to be the owner of the property being considered for purchase. Ms. Hamilton and Mrs. Trujillo Mascareñas have met with the Nailors to discuss the purchase. It appears that the Nailors want the district to do the work to get the property cleared for sale. Mrs. Trujillo Mascareñas stated that the Nailors also expected Ms. Sherry Archuleta to have the paperwork from the pueblo ready. Members of the Board agreed that they would like to purchase the property but the district needs proof in order to consider moving forward. The remaining purchase amount has been budgeted.

**Autism Training** – TAP training paid for by PED. An autism portal will be available for access by parents.

**Insurance Paid on all PISD owned properties** – tabled at approval of agenda contents.

**Referral of Complaints as per NM SBA Policy B-0750** – Ms. Hamilton is asking the Board to let her know of any complaints brought to them as soon as possible. She is also requesting that she be given the opportunity and time to address the issues. Individuals need to follow the chain of command and if the complaint is about the Superintendent a complaint form needs to be filled out. A form can be provided by HR. Ms. Hamilton wants to be able to work with the individuals then provide a report to the Board.

**Selection of Polling Places** – The Peñasco Community Center and the Chamisal Community Center are the two polling places that the Board wants to use for the election. The Board wants to know when early voting will take place for Rio Arriba and what the fee is for the election.

## **5. Approval of**

- a. Ms. Lisa Hamilton, Superintendent recommended approval of Time Change from 7:00 pm to 6:00 pm for Special Board Meetings. The Open Meetings Act will be presented to the Board for revision at a later board meeting.**

A motion to approve the recommendation was made by Mrs. Mary Trujillo Mascareñas and seconded by Ms. Dorthy Lopez-Sherman.

Mrs. Mary Trujillo Mascareñas called for the vote. The majority voted in the affirmative. Motion carried.

- b. Ms. Lisa Hamilton, Superintendent recommended approval of Selected Polling Places – Peñasco Community Center for voters north of Chamisal and Chamisal Community Center (Ancianos Center) for voters south of Chamisal.**

A motion to approve the recommendation was made by Mr. Leroy Lopez and seconded by Ms. Amanda Bissell.

Mrs. Mary Trujillo Mascareñas called for the vote. The majority voted in the affirmative. Motion Carried.

Break @ 8:24 pm, back at 8:30 pm.

## **6. Executive Session**

- Limited Personnel Matters
  1. Goals for District and Superintendent
  2. Superintendent's Assessment/Evaluation

A motion to adjourn to Executive Session to discuss Goals for District and Superintendent and Superintendent's Assessment/Evaluation was made by Mr. Leroy Lopez and seconded by Mrs. Dorthy Lopez-Sherman.

Mrs. Mary Trujillo Mascareñas called for a roll call vote. Voting in the affirmative were Mr. Leroy Lopez, Ms. Amanda Bissell, Mrs. Dorthy Lopez-Sherman, and Mrs. Mary Trujillo Mascareñas. Motion carried.

The Peñasco School Board of Education adjourned to Executive Session at 8:32 pm as provided for in the Open Meetings Act.

The Peñasco School Board of Education reconvened from Executive Session at 11:25 pm. The Board President reported that matters discussed in executive session were limited to those specified before closure and no action was taken.

## **7. Adjournment**