

1. PEÑASCO SCHOOL BOARD OF EDUCATION
REGULAR BOARD MEETING
Veterans Memorial Administration Building
Tuesday, November 19, 2019
6:00 P.M.

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

The Regular Board Meeting of Tuesday, November 19, 2019 was called to order at 6:01 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 Mrs. Mary Trujillo Mascareñas, Ms. Amanda Bissell, and Mrs. Dorthy Lopez-Sherman. Ms. Sherry Archuleta was absent and excused. Mr. Leroy Lopez would be arriving late due to a rosary for a family member.

Ms. Lisa Hamilton, Superintendent was also present.

3. Approval of Agenda Contents

Ms. Lisa Hamilton recommended approval of the November 19, 2019 Regular Board Meeting Agenda.

A motion to approve the recommendation was made by Ms. Amanda Bissell and seconded by Mrs. Dorthy Lopez-Sherman.

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

4. Approval of Board Minutes

Ms. Lisa Hamilton recommended approval of the October 15, 2019 Regular Board Meeting Agenda with the following changes:

- add “Superintendent” after Ms. Lisa Hamilton at roll call
- Delete the last line in #4 Approval of Board Minutes,
- Ms. Hamilton asked that the record reflect that there had not been any teacher concerns presented during Executive Session,
- 8a recommend approval of a different plan that separates the different sites and cost for each site.
- 8f should read: **approval of Paving Resolution - Extension Request for project SP-5-17 (204).**
- 8g should read: **approval of Paving Resolution - Extension Request for project SP-5-18 (204).**
- 8h should read: **approval of Paving Resolution - Extension Request for project SP-5-19 (202).**

A motion to approve the recommendation as amended was made by Ms. Amanda Bissell and seconded by Mrs. Dorothy Lopez-Sherman.

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

5. Public Comment

Indigenous Peoples Day - Presentation/Calendar - Ms. Lisa Hamilton and the representatives from the Picuris Pueblo addressed the Board regarding the addition of Indigenous Peoples Day to the district school calendar for the coming school year. Ms. Hamilton mentioned that since the calendar is set during the prior year, Indigenous Peoples Day could not be added for this year. Picuris Pueblo Council Member, Wayne Yazza expressed the desire to continue working with the district towards implementing Indigenous Peoples Day for next year. Mr. Yazza spoke about the different activities that had taken place during the previous Indigenous Peoples Day event.

Discussion followed regarding the addition to the district calendar of another day to support the San Lorenzo feast day activities at the pueblo which take place at the beginning of the school year.

Ms. Maxine Abeyta thanked everyone on the Board, the site Principals, Teachers, and Staff for their support during the Volleyball season. She thanked Ms. Hamilton for her acknowledgment and support of the students of the district.

Mrs. Carmen Gonzales spoke in support of Superintendent Hamilton. She stated that Ms. Hamilton is the first superintendent she knows who will meet you in the hallway and speak to you. When issues are brought to Ms. Hamilton, she is quick to respond. She is considering bringing her daughter back to the Peñasco school district because of Ms. Hamilton.

Ms. MaryJane Amplayo thanked Ms. Hamilton, Mr. Mitchell and everyone who has supported her every time she has questions. She stated that she has been given support and suggestions that have helped her very much.

Ms. Allegra Montoya thanked the Board and Ms. Hamilton. Ms. Montoya mentioned that Ms. Hamilton has been very supportive of her needs for the students.

6. Superintendent's Report, L. Hamilton

a. Finance Committee Report - report regarding Community Schools Planning (\$50,000), Bonds and Capital Outlay funds, monies not spent down from previous GRT, ED Tech Bonds, 2013 Bond proceeds have been used to cover some previous expenses. There are some balances that will be worked on and RFRs will be reimbursed soon. Budget created last year for 2019-2020, Ms. Hamilton and Ms. Duran are working hard to identify funds. They will begin working on budget in December and January for 2020-2021.

Community Schools Grant - BAR and Budget formulated as per the grant.

There were questions regarding some of the payments, cash transfers and bank reconciliation.

A teacher and community member are needed for participation in the Finance Committee. Also, there is a need for a teacher to participate as a member of the Audit Committee.

b. Maintenance Update - Ms. Dorothy Lopez-Sherman thanked Mr. Gonzales for fixing the slide at the Elementary. Mrs. Mary Trujillo Mascareñas inquired about the propane leak behind the Jicarita Gym. Ms. Hamilton stated that the leak had been resolved today. Mrs. Dorothy Lopez-Sherman inquired about the Science Wing heater. The Board was informed that the heater required a bigger line because the line was never sized correctly to begin with.

c. Cafeteria Update - Mrs. Dorothy Lopez-Sherman expressed her gratitude to Ms. Rodriguez and her staff. She stated that her staff really seems to like her.

Board President, Mary Trujillo Mascareñas stated that she likes having the staff available to respond to questions from the Board.

Mrs. Mascareñas was informed that the staff reports are available on the share drive along with a question and answer page to which staff responds to questions from the Board.

d. Special Education Update - Ms. Amanda Bissell referred to her question regarding Level D reduction of services to B, C or A services. Will this mean less money from the State. Will the district have to give the money back? Ms. Hamilton stated that money would not have to be returned at this time. Ms. Hamilton also mentioned caseload waivers - no concerns from the PED. Do not anticipate any corrective action tied to money. Mrs. Mary Trujillo Mascarenas asked if deaf or hard of hearing students are getting any extra help? There are plans to work with the School for the Deaf on training.

e. Elementary Update - Mrs. Trujillo Mascarenas inquired about the new teacher. The Board was informed that Ms. Valerie Bemis is a fourteen year veteran teacher with a Masters degree. Ms. Valerie Bemis starts tomorrow and has been assigned a mentor. PTO meeting - would like to invite a board member to participate.

Ms. Amanda Bissell congratulated Mr. Mitchell on the Child Find Fair. Mr. Mitchell mentioned that it had gone very well. Children were screened for Special Education Services.

f. PMS/PHS Update - Mrs. Trujillo Mascarenas asked how UNM-Taos is treating Peñasco now? Mrs. Marina Lopez responded that she will see what classes will be offered but if the schedule is not what the students need the district will stay with Northern.

Mrs. Dorothy Lopez-Sherman inquired about the services provided by Denise Woody as consultant. Can we get her back? Ms. Hamilton stated that this is a service that can be brought back.

Mrs. Trujillo Mascarenas inquired about bus write-ups - discussion followed regarding the student handbook and the consequences of misconduct on the buses. Mrs. Marina Lopez stated that safety concerns are a big part of the issue and the misconduct tends to be from the same students.

Mrs. Dorthy Lopez-Sherman asked about the Study Skills time slot. (Thursdays in Study Skills class to allow all students to have the opportunity to be in a club. Students had the choice to enroll in one of the following clubs: Envirothon, Band, Yoga, Film, Fitness, Student Council, or Art. Many of our students would like to join an extracurricular activity or club but do not have transportation home should they have to stay after school. Additionally, teachers felt that allowing students to be a part of a fun weekly club would allow them to feel a part of something and instill in them the importance of community and teamwork.) Mrs. Lopez mentioned that students who do not want to be Student Council will have to remain until after December because it is a class.

Mrs. Mary Trujillo Mascarenas called attention to the trophies earned by the Cross Country and Volleyball teams this season. She thanked the teams for their hard work.

Jessica Esquibel and Mercella Cordova attended the PED's Making Sense of Science Course on Saturday, November 2nd and Sunday, November 3rd in Santa Fe. This was a two-day introduction to the multidimensional nature of the NM STEM Ready! Science Standards. Participants were able to experience and evaluate adult-level science learning that incorporates authentically integrated multiple dimensions of the New Mexico STEM Ready! Science Standards. They examined eight dimensions of science learning and made plans for integrating them into classroom practice.

Mrs. Mary Trujillo Mascarenas reminded everyone of the success by staff at the Middle/High School which was recognized by NMPED. Mrs. Jessica Esquibel received \$10,000, Ms. Estrella Lopez received \$5,000 and Ms. Juliana Clayton \$5,000.

Ms. Dorthy Lopez-Sherman asked about Physical Science. Mrs. Lopez explained that because it is a hands on subject there are budget limitations but maybe next year.

g. IT & DATA Update - the sound system, at the Jicarita Gym, is working well. There is a massive improvement in the sound quality.

The HVAC system is a stand alone system which runs off of a network server which is housed in the main server room. There are IDF rooms that exist throughout the district that are connected to the MDF room. This allows for communication between the MDF and the endpoints (devices). The new HVAC platform that will be installed will be integrated into the network environment. The software for the old platform is obsolete and is no longer upgradeable.

We have really migrated to a lot of cloud storage which is a better protection mechanism for the district in light of all the cyber attacks.

Technology Advisory Group will be made up of a representative of every department which will include one board member. Our function will be to review current policy and procedures related to technology infrastructure in our district. To develop/research/training and awareness material for staff and students focusing on cyber security. Review the outcome of our threat

assessment and make recommendations to the Board. Create a positive digital citizenship in our schools related to cyberbullying. Increase awareness of FERPA and COPPA.

North Central Consortium - the evaluation is completing its final stage of the RFP process.

h. Assistant Business Manager Update - Mrs. Dorthy Lopez-Sherman inquired about the information regarding purchase orders. Oftentimes purchase orders remain open more than 3 months. The goal is to avoid this so that closeout is much easier at the end of the year. The process also includes checks that have not been cashed and need to be reissued.

i. Transportation Update - discussion followed regarding the consequences for discipline issues on the buses. Some of the issues have been: throwing things, walking, standing and jumping.

j. Grant Update - Ms. Hamilton spoke about the Computer Science Expansion grant in the amount of \$29,871. Ms. Esquibel and Ms. Hamilton worked on expansion areas of interest and need. Budgeted within grant - three staff members (one elementary). Classes for teachers online will be free and paid for by the grant. This is a very comprehensive grant.

(10 minute break)

7. Discussion Items

a. **Hard Water Treatment System** - most important areas right now are the Cafeteria and the Elementary. Payment will come from SB-9 with a cost of \$23,807 for the biggest area. If the purchase is approved at this meeting a purchase order can be processed for CES. CES will then process a purchase order for the vendor. Once this happens it should take about two weeks.

b. **Lease Agreement with Patricia Lopez** - a revised lease agreement was presented to the Board. Mrs. Patricia Lopez wanted to make sure the language regarding her heirs is in the agreement. The agreement is for five years and allows for continued use of the property for the marquee.

c. **MOA - Nurturing Center** - Mrs. Dorthy Lopez-Sherman asked if the nurturing center provides respite care. Ms. Bissell stated that the center does not provide respite care. The center is school based with nurturing navigators and a certified community health worker. Support for students and parents, and parenting classes are part of the program. They are currently looking for grants.

d. **District Owned Properties - Information & Insurance Cost** - Mrs. Mary Trujillo Mascarenas stated for the record that the deed for the Chamisal property had been transferred to the Chamisal Acequia Association in 2011.

A member of the Board suggested that Kit Carson Electric Cooperative might be willing to buy the Guadalupe Clinic property? Discussion followed regarding turning over the community centers as a service to the communities. A comment was made that not every community has an entity that can take over.

Agreements are in place with Taos County for the El Valle, Vadito and Llano Community centers which expire in 2024. Penasco ISD is paying insurance for all the community centers

that are still owned by the district. The agreements with Taos County state that the county is responsible for liability insurance and maintenance.

e. GRT-SB-9 Fund Information - 2013 GRT funds have been totally expended. SB-9 Balances = Match \$117,000 & Local \$184,000.

f. HVAC Software Update - Cafeteria - covered in Mr. Griego's presentation. No more questions.

g. Winter Potluck - Planning - the Board would like to have the same kind of menu that they have had in the past. Mrs. Trujillo Mascarenas would like to invite the Central Office Staff to participate in the potluck. Presentation of a plaque to Mr. Leroy Lopez and an invitation to his family inviting them to attend.

h. Policy Advisories 198-202 - 1st Reading - Ms. Amanda Bissell pointed out that there is a deadline for adoption of January 1, 2019. Ms. Bissell asked if there will be a problem because they will have not adopted by the deadline? This question should be posed to Mr. Joe Guillen.

8. Approval of

a. Ms. Lisa Hamilton, Superintendent recommended approval of Hard Water Treatment System for Elementary & Cafeteria.

A motion to approve the recommendation was made by Ms. Amanda Bissell and seconded by Dorthy Lopez-Sherman.

Mrs. Mary Trujillo Mascareñas called for the vote. Mrs. Mary Trujillo Mascarenas, Ms. Amanda Bissell, and Mrs. Dorthy Lopez-Sherman voted in the affirmative. Mr. Leroy Lopez abstained because he was not at the meeting earlier when this was discussed. Motion carried.

b. Ms. Lisa Hamilton, Superintendent recommended approval of the revised Lease Agreement with Patricia Lopez. The new agreement includes language regarding Mrs. Lopez' heirs.

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

Mrs. Mary Trujillo Mascareñas called for the vote. Mrs. Mary Trujillo Mascarenas, Ms. Amanda Bissell, and Mrs. Dorthy Lopez-Sherman voted in the affirmative. Mr. Leroy Lopez abstained because he was not at the meeting earlier when this was discussed. Motion Carried.

c. Ms. Lisa Hamilton, Superintendent recommended approval of MOA with Nurturing Center.

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

Mrs. Mary Trujillo Mascareñas called for the vote. Mrs. Mary Trujillo Mascareñas, Mr. Leroy Lopez and Mrs. Dorothy Lopez-Sherman voted in the affirmative. Ms. Amanda Bissell abstained because she is an employee of Las Cumbres. Motion Carried.

d. Ms. Lisa Hamilton, Superintendent recommended approval of HVAC Software Update for the Elementary & Cafeteria.

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.

9. Consent Agenda Items

Ms. Lisa Hamilton recommended approval of Consent Agenda Items

Payroll Vouchers
Payables
BARs

A motion to approve the recommendation was made by Ms. Amanda Bessell and seconded by Mrs. Dorothy Lopez-Sherman..

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

10. Items Suggested for Future Meetings

- Reorganization of the Board
- Evacuation Plan - lockdown procedures (When was the last evacuation plan?)
- Cell Phone Committee - Update
- Policies
- Licensure Plan

11. Executive Session

Limited Personnel Matters

- Superintendent/Staff Concerns

A motion to adjourn to Executive Session to discuss Superintendent/Staff Concerns was made by Ms. Amanda Bissell and seconded by Mrs. Dorothy Lopez-Sherman.

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

The Peñasco School Board of Education adjourned to Executive Session at 9:13 pm as provided for in the Open Meetings Act.

The Peñasco School Board of Education reconvened from Executive Session at 10:22 pm. The Board President reported that matters discussed in executive session were limited to those specified before closure and no action was taken.

12. Adjournment

A motion to adjourn the **November 19, 2019 Regular Board Meeting** was made by Ms. Amanda Bissell and seconded by Mrs. Dorothy Lopez-Sherman.

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

Mrs. Mary Trujillo Mascareñas, Board President adjourned the meeting at 10:23 p.m.

FOR THE BOARD OF EDUCATION

ATTEST: _____
President **Secretary**

DATE: _____