

**MINUTES OF REGULAR BOARD MEETING
BOARD OF EDUCATION
August 8, 2016**

The Board of Education of the Artesia Public School District met in regular session in the Lowell M. Irby Board Room, at 7:00 p.m.

CALL TO ORDER – Mr. Irby, Board President, called the Board meeting to order at 7:00 p.m.

ROLL CALL – A Roll Call was taken with the following members present:

LOWELL IRBY	President
JEFF BOWMAN	Vice-President
CAROLYN SHEARMAN	Secretary
MARGARET AGUILAR	Member
DAVID CONKLIN	Member

Staff attending the meeting included Crit Caton-Superintendent, Thad Phipps-Assistant Superintendent of Operations, John Ross Null-Assistant Superintendent of Personnel and Student Services, Danny Parker-Assistant Superintendent of Federal Programs and Instruction, Janet Grice-Business Manager, and Josie Reyes-Secretary to the Board.

Also attending the meeting were Mark McAlister, Lynn Worley, Tammy Davis, Mitzi McCaleb, Scotty Stall, Mike Worley, Larry Combs, Eric Greer, Melany Cardwell, Cody Hanagan, Jess Holmes, and Teresa Lemon with Artesia Daily Press.

PLEDGE OF ALLEGIANCE – Mr. Conklin led the pledge to the United States flag and the official salute to the New Mexico flag.

APPROVAL OF AGENDA – Mr. Irby asked for corrections, deletions, or changes to the agenda. Dr. Caton reported that there was one change to the agenda. Dr. Caton reported that a portion of the Construction Update will be presented after the Business Manager's Report and asked the Board to approve the agenda as amended. A motion was made by Mr. Conklin and seconded by Ms. Aguilar to approve the agenda as amended. The motion passed unanimously.

SPECIAL PRESENTATIONS – Mr. Null presented a short video produced at Grand Heights E.C.C. by a company called Amplify, contracted by the New Mexico Public Education Department. Mr. Null reported that Amplify chose Grand Heights as a model school after reviewing many different school districts and created four videos specifically targeting small group instruction and differentiated instruction. Mr. Null added that the videos will be used as training tools by the New Mexico Public Education Department.

CONSENT AGENDA ITEMS –

A. Minutes of Regular Board Meeting, July 18, 2016

B. Transportation Items – None for this meeting.

C. Auditorium (Use of School Buildings) Requests – None for this meeting.

Dr. Caton asked the Board to approve the Consent Agenda Items as presented. Mr. Bowman made the motion to approve the Consent Agenda Items as presented. The motion was seconded by Ms. Shearman, and the motion passed unanimously.

BUSINESS MANAGER'S REPORT –

A. Recommend Approval of (as included in Board Packets):

1. **Bills** - (See Exhibit A)
2. **Budget Report** – (See Exhibit B)
3. **Budget Adjustments** – None for this meeting.
4. **Fund Balance Report** – (See Exhibit C)

Ms. Grice, concurred by Dr. Caton, asked the Board to approve the monthly Bills, the Budget Report, and the Fund Balance Report as presented. A motion was made by Mr. Conklin and seconded by Ms. Aguilar to approve the monthly Bills, the Budget Report, and the Fund Balance Report as presented and as requested by Ms. Grice and concurred by Dr. Caton. The motion passed unanimously.

CONSTRUCTION UPDATE (PART I) – Jess Holmes, architect with the Dekker/Perich/Sabatini firm, addressed the Board and reported on the progress of the new administration office building project. Mr. Holmes reported that the project is on schedule with the completion date of April 27, 2017; he also reported that he visits the construction site approximately three days per week and brings field reports periodically to Dr. Caton on the progress being made. Mr. Holmes reported that he is very pleased with the work that Jaynes Construction Company has been doing.

ASST. SUPT. OF PERSONNEL AND STUDENT SERVICES/ASST. SUPT. OF FEDERAL PROGRAMS AND INSTRUCTION –

A. Report on the 2016-2017 Back-to-School Activities – Mr. Null & Mr. Parker reported that, as of today, the District has only one job vacancy for a certified position; the vacancy is for a music teacher for Grand Heights ECC and Central Elementary School. Mr. Null reported that a long-term substitute teacher will be taking the music classes until a certified music teacher is hired. Mr. Null added that our District is very fortunate to be fully-staffed with the exception of the elementary music teacher.

Mr. Parker reported that math curriculum workshops will be taking place before school begins. Mr. Parker has determined that one of the focus areas the District office has identified is that all students need to acquire the English language. Mr. Parker reported that, beginning with Grand Heights, we identify many students in need of English learner services adding that many students come to us with no language and therefore cannot read and write. Mr. Parker reported that our entire district's focus is to work on all literacy skills including speaking and listening and noted that a literacy program introduced by Nancy Fetzner, will be utilized by our District. Lastly, Mr. Parker reported that he was impressed with the large number of our teachers attending the workshop during their summer break.

Mr. Null reported that our General Faculty meeting is scheduled for Friday afternoon at the Estelle H. Yates Auditorium including a keynote speaker, Dave Weber, giving a presentation on the power of words.

ASSISTANT SUPERINTENDENT OF OPERATIONS –

A. Seek Approval to Accept Lowest Bid for Security Patrol Services – Mr. Phipps, concurred by Dr. Caton, asked the Board for approval to accept the lowest bid for security patrol services from Excel Protective Services at the total price of \$90,000. A motion was made by Ms. Aguilar and seconded by Mr. Conklin for approval to accept the lowest bid for security patrol services from Excel Protective Services as requested by Mr. Phipps and concurred by Dr. Caton. The motion passed unanimously.

B. Seek Approval of a CES Proposal to Purchase Furniture for the Newly Remodeled Office Area at Artesia High School – Mr. Phipps, concurred by Dr. Caton, asked the Board for approval of a CES proposal from AK Sales for furniture for the newly remodeled office area at Artesia High School at a total price of \$51,583.61. A motion was made by Ms. Shearman and seconded by Mr. Bowman for approval of a CES proposal from AK Sales for furniture for the newly remodeled office area at Artesia High School at the total price of \$51,583.61 as requested by Mr. Phipps and concurred by Dr. Caton. The motion passed unanimously.

C. Seek Approval to Accept Proposal to Purchase Weight Equipment for the Bulldog Bowl Weight Room – Mr. Phipps, concurred by Dr. Caton, asked the Board for permission to purchase weight equipment for the Bulldog Bowl weight room from Samson Inc. at the total price of \$53,347.00; much of the equipment is to replace all the major work benches. A motion was made by Mr. Conklin and seconded by Ms. Shearman to accept the proposal from Samson Inc. for the purchase of weight room equipment for the Bulldog Bowl at the total price of \$53,347.00 as requested by Mr. Phipps and concurred by Dr. Caton. The motion passed unanimously.

D. Seek Approval to Accept Seek Bids to Demolish the House at 1304 W. Grand – Mr. Phipps, concurred by Dr. Caton, asked the Board for permission to seek bids for the demolition of the house located at 1304 W. Grand. A motion was made by Ms. Shearman and seconded by Mr. Bowman for permission to seek bids to demolish the house located at 1304 W. Grand as requested by Mr. Phipps and concurred by Dr. Caton. The motion passed unanimously.

SUPERINTENDENT'S REPORT –

A. Staff and Operation Items: Dr. Caton announced the following:

1. Retirement Announcements:

- Pauline DeLaRosa, Cook/Server, Cafeteria Dept.

2. Leave of Absence Announcements: None for this meeting.

3. Resignation Announcements:

- Cheryl Burks, Elementary Music Teacher, Grand Heights ECC & Central School
- Jeanie Smith, Elementary Teacher, Yeso School

4. Family Medical Leave Announcements: None for this meeting.

5. Employment Announcements:

- Courtni Callaway, SPED Inclusion Teacher, Artesia Junior High School
- Antonia Federico, Custodian, Artesia High School
- Pamela Herring, Cafeteria Cook Helper, Cafeteria Dept.
- Susan Miller, 4th Grade Teacher, Hermosa Elementary School
- Yanet Montelongo, School Counselor, Artesia High School
- Elizabeth Parra, 5th Grade Teacher, Roselawn Elementary School
- Ashley Pinto-Luna, Custodian, AHS Mack Chase Complex, Brainard Park, & AHS Annex
- Aubany Porter, D Level Special Education Teacher, Artesia Junior High School
- Michael Torres, 3rd Grade Teacher, Roselawn Elementary School
- Jessica Zottneck, Math Teacher, Artesia Junior High School

B. Seek Approval to Move October 2016 Board Meeting Date – Dr. Caton asked the Board for approval to move the October 10, 2016 school board meeting to October 3, 2016 due to the observance of the Columbus Day holiday and no school in session. A motion was made by Mr. Bowman and seconded by Ms. Shearman for approval to move the October 10, 2016 school board meeting to October 3, 2016 as presented and as requested by Dr. Caton. The motion passed unanimously.

C. NMPED Update – Dr. Caton reported on the transitions taking place in the District; they are as follows:

- from (NCLB) No Child Left Behind to (ESSA) Every Student Succeeds Act. Dr. Caton reported that federal guidelines state that local input is required for development of state student success plans
- from the EPSS to a 90-Day Plan, introduced by the University of Virginia; many districts in the state are using the 90-Day Program and are very pleased with it
- from PD360 to OASYS for the teacher observation program
- from DIBELS (a reading assessment tool) to ISTATON; in visiting with other districts, the ISTATON seems to be a better program; we are anticipating a smooth transition
- KOT (Kindergarten Observation Tool) will be used by the Kindergarten
- PARCC assessment testing has gone smoothly; the Secretary of Education has asked Superintendents what would be an appropriate date to change the PARCC assessment score from a 3 to a 4 or 5; the District's suggestion is to begin with the incoming freshmen. Dr. Caton reported that the graduation requirement statute states that once a student enters ninth grade, the requirements are to remain the same until the student graduates; a conference call is scheduled for Thursday, August 11, 2016

D. Construction Update (Part II) – Dr. Caton reported that:

- He will be conferring with the high school principals to schedule a date for a walk-through of the new construction project at Artesia High School
- Maintenance Department has done a great job getting all schools ready for the new school year
- City of Artesia's 13th street construction project will close down the streets between Missouri through Briscoe Avenue for several months; the road closure will not affect out of town bus routes, only a few in-town routes

PUBLIC FORUM – None for this meeting.

DATES TO REMEMBER –

- Aug. 11, 2016, New Certified Staff Breakfast, First Baptist Church TLC, 7:00 AM
- Aug. 12, 2016, General Faculty Meeting, Estelle H. Yates Auditorium, 1:15-2:00 PM
- Aug. 15, 2016, First Day of School for the 2016-2017 School Year
- Sept. 26, 2016, NMSBA Fall Region VI Meeting, Roswell, NM

NEXT REGULARLY SCHEDULED MEETING

- September 12, 2016, 7:00 p.m. in the Lowell M. Irby Board Room

EXECUTIVE SESSION – None for this meeting.

ADJOURNMENT – Meeting was adjourned at 8:06 p.m.

CAROLYN SHEARMAN, Secretary