

**MINUTES OF REGULAR BOARD MEETING
BOARD OF EDUCATION
September 12, 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, Tammy Davis, Mitzi McCaleb, Scotty Stall, Mike Worley, Larry Combs, Melany Cardwell, Matt Conn, Caryle Goss, Christy Takacs, Cody Skinner, Rhea Lynn Kaufman, Jennifer Facio, and Jess Holmes.

PLEDGE OF ALLEGIANCE – Mr. Bowman 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 were no changes to the agenda and asked the Board to approve the agenda as presented. A motion was made by Mr. Conklin and seconded by Ms. Aguilar to approve the agenda as presented. The motion passed unanimously.

SPECIAL PRESENTATIONS – Dr. Caton shared several successory stories from students at Yucca and Central Schools who thanked staff members for helping them to become better students. Dr. Caton and the Board thanked the Yucca & Central School students for sharing their stories and the staff members mentioned for making a positive impact on their students.

CONSENT AGENDA ITEMS –

A. Minutes of Regular Board Meeting, August 8, 2016

B. Transportation Items – (See Exhibit A)

C. Auditorium (Use of School Buildings) Requests

- Artesia Drug & Crime Coalition, September 27, 2016
- Harding Webster Dance Studio, December 17-18, 2016
- Faith Baptist Church, April 15-16, 2017

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 B)
2. **Budget Report –** (See Exhibit C)
3. **Budget Adjustments –** (See Exhibit D)
4. **Fund Balance Report –** (See Exhibit E)
5. **Fixed Assets Reconciliation Report –** (See Exhibit F)

Ms. Grice, concurred by Dr. Caton, asked the Board to approve the monthly Bills, the Budget Report, the Budget Adjustments, the Fund Balance Report, and the Fixed Assets Report as presented. Ms. Grice advised the Board that a new report has been added; the name of the new report is the Fixed Assets Reconciliation Report. A motion was made by Mr. Conklin and seconded by Ms. Aguilar to approve the monthly Bills, the Budget Report, the Budget Adjustments, the Fund Balance Report, and the Fixed Assets Report as presented and as requested by Ms. Grice and concurred by Dr. Caton. The motion passed unanimously.

B. Seek Approval of a Cash Transfer for Capital Outlay Funds – Ms. Grice, concurred by Dr. Caton, asked the Board for approval to transfer the cash balance from Account #31700 to Account #31701 due to the change that the New Mexico Public Education Department made in account numbers. A motion was made by Ms. Aguilar and seconded by Mr. Conklin for approval to transfer the cash balance from Account #31700 to Account # 31701 as requested by Ms. Grice and concurred by Dr. Caton. The motion passed unanimously.

CONSTRUCTION UPDATE (PART I) – Jennifer Facio and Jess Holmes, architects with the Dekker/Perich/Sabatini firm, overseeing the new administration office and professional development training center project, addressed the Board and reported on the construction progress thus far. Ms. Facio reported that due to the recent rain storms, the project is a little behind schedule; the construction crew remains busy making clash detention models, mock designs of the walls to detect any anticipated clashes, and getting approval of the submittals as they wait for the soil to dry up. Ms. Facio reported that there were minor adjustments to the construction contract due to the removal of a large tree, removal of a portion of the chain link fence, and the removal of a very large concrete footing that was discovered under the soil left over from the natatorium. Ms. Facio also reported that they will be back on October 13, 2016 to begin the furniture and finishes selection process including a “sit test” using several chair samples.

Ms. Facio also reported that the Artesia High School vestibule project was near completion and was very pleased with the nice craftsmanship that Holloway Construction Company had done.

Upcoming Construction Projects –

- demolition of the house at 1304 Grand Street
- submitted proposals for drainage improvements at Artesia Intermediate School’s courtyard
- submitted proposals for a reroofing project at Artesia Intermediate School

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

A. Report on Artesia Public Schools 2015-2016 School Grades and PARCC Scores – Mr. Parker announced that the District’s school grades were recently received and was pleased with the overall grades. Mr. Parker explained how school grades are awarded and the data used in determining school grades. Mr. Parker also reported that, from now on, growth and current standing will each count 10 points when establishing school grades. Mr. Parker was glad to report that the District received no grade lower than a C.

Mr. Parker presented a graph explaining the current PARCC scores and was happy to report that the District showed improvement in all categories. Mr. Parker reported that on eighteen tests that were taken, the District scored above the state's average in every category – “a real testament to our students and how hard they work” Mr. Parker commented. Mr. Parker also reported that a PARCC score of a 3, 4, or 5 currently allows a student to receive a diploma; beginning with the Class of 2020, only a score of a 4 or a 5 will be accepted for graduation. (See Exhibit G)

Dr. Caton reported that he was very proud of the District's staff realizing that they work tirelessly daily to educate our students. Mr. Irby, along with the Board, also thanked the staff for all the work they do in preparing students.

B. Review the 2016-2017 NMTEACH Evaluation Plan – Mr. Null reported that the District will have the teachers' summative evaluations scores for the 2015-2016 school year this September. Mr. Null added that all New Mexico teachers will be on the same evaluation plan and scores will be based on student achievement, observation by their evaluators, teacher attendance, or student surveys. Mr. Null explained what the evaluation plan will be based on. (See Exhibit H)

C. Report on the District's Upcoming Professional Development Day – Mr. Null thanked the Board for allowing the District the opportunity to include professional development into the school calendar. Mr. Null added that the professional development in-service day is set for Wednesday, Sept. 14, 2016 from 1:30 – 3:45 pm; teachers will be working with their principals at the individual buildings learning the new observation platform instituted by the NMPED.

ASSISTANT SUPERINTENDENT OF OPERATIONS –

A. Seek Approval of a CES Proposal to Purchase Five Aquos Boards for the District – Mr. Phipps, concurred by Dr. Caton, asked the Board for approval of a CES proposal from Sharp to purchase five Aquos boards for the District at the total price of \$25,109.38. A motion was made by Ms. Aguilar and seconded by Mr. Conklin for approval of a CES proposal from Sharp to purchase five Aquos boards for the District as requested by Mr. Phipps and concurred by Dr. Caton. The motion passed unanimously.

B. Seek Approval of a CES Proposal for 30 Lenovo Laptops and 1 Cart for the Foreign Language Dept. at Artesia Junior High School – Mr. Phipps, concurred by Dr. Caton, asked the Board for approval of a CES proposal to purchase 30 Lenovo laptops and 1 cart for the Foreign Language Department at Artesia Junior High School at a total price of \$33,905.00. A motion was made by Ms. Shearman and seconded by Mr. Bowman for approval of a CES proposal to purchase 30 Lenovo laptops and 1 cart for the Foreign Language Department at Artesia Junior High School at the total price of \$33,905.00 as requested by Mr. Phipps and concurred by Dr. Caton. The motion passed unanimously.

C. Seek Approval to Accept Proposal for 41 Desks and Chairs for Artesia Intermediate School – Mr. Phipps, concurred by Dr. Caton, asked the Board for permission to accept the proposal from AK Sales to purchase 41 desks and chairs for the instructional staff at Artesia Intermediate School at the total price of \$47,521.56. A motion was made by Ms. Shearman and seconded by Mr. Bowman to accept the proposal from AK Sales for the purchase of 41 desks and chairs for Artesia Intermediate School at the total price of \$47,521.56 as requested by Mr. Phipps and concurred by Dr. Caton. The motion passed unanimously.

D. Seek Approval of a CES Proposal for Network Upgrades at Yucca, Yeso, and Central Elementary Schools – Mr. Phipps, concurred by Dr. Caton, asked the Board for approval of a CES proposal from CDW for network upgrades at Yucca, Yeso, and Central Elementary Schools at the total price of \$592,376.52. A motion was made by Mr. Conklin and seconded by Ms. Aguilar for approval of a CES proposal from CDW for network

upgrades at Yucca, Yeso, and Central Elementary Schools at the total price of \$592,376.52 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:** None for this meeting.
- 2. Leave of Absence Announcements:** None for this meeting.
- 3. Resignation Announcements:**
 - David Luna, Cafeteria Delivery Driver/Maintenance Asst, Cafeteria & Maintenance Depts.
- 4. Family Medical Leave Announcements:**
 - Mackenzie Jackson, Kindergarten Teacher, Grand Heights E.C.C.
 - Rebekah Jimenez, English Teacher, Artesia High School
 - Suzanne Parker, Elementary Teacher, Hermosa School
- 5. Employment Announcements:**
 - Rosalia Contreras, Cafeteria Cook Helper, Artesia Junior High & Roselawn Schools
 - Daniela Mijares, Cafeteria Cook Helper, Hermosa School
 - Bulmaro Sifuentes, Custodian, Artesia Junior High School

B. Enrollment Update – Dr. Caton reported that the District's current student enrollment is 3,936 students compared to last year's student enrollment of 3,948 students for a total of twelve students fewer than last year. Dr. Caton reported that in the past three years, the District experienced growth; no growth has been experienced so far this year and Dr. Caton was pleased that student enrollment numbers have remained steady. Dr. Caton reported that a couple of our neighboring cities have experienced a huge deficit in their student enrollment numbers. (See Exhibit I)

C. NMPED Update – Dr. Caton gave updates on the NMPED; they are as follows:

- Governor Martinez will probably call for a special session due to the state's huge budget deficit
- possibility that the legislature may deplete cash balances from school districts to help with budget shortage
- state has over a 4 billion dollars cash reserves
- experienced a 66% reduction in our SB9 and HB33 accounts
- state is looking for a way to reduce K-12 education by 2.5-5%
- all departments in the state have experienced 5% reduction in their budgets
- NMTEACH summative scores are expected to arrive soon
- requiring high school students to score a 4 or a 5 on the PARCC assessment tests beginning with the Class of 2020
- the new ESSA (Every Student Succeeds Act) will be fully implemented by 2018 – ESSA replaces the No Child Left Behind (NCLB)– the District will be assisting in the development of New Mexico's ESSA plan
- received a memo allowing teachers to bypass the dossier if teacher status meets, exceeds, or is exemplary including 50% of points coming from student scores allowing teachers to move from Level I to Level II and Level II to Level III

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

- Dekker/Perich/Sabatini architectural firm will be here to conduct a "sit test" on October 13th at 10:00 am
- will set a date to tour the newly renovated office area at Artesia High School

PUBLIC FORUM – Ms. Davis, Principal at Central Elementary School, shared a comment she received on how nice and clean the school buildings in the District are kept in comparison to neighboring school districts.

September 12, 2016

DATES TO REMEMBER –

- Sept. 26, 2016, NMSBA Fall Region VI Meeting, Roswell, NM
- Dec. 2-3, 2016, NMSBA Annual Convention, Albuquerque, NM

NEXT REGULARLY SCHEDULED MEETING

- October 3, 2016, 7:00 p.m. in the Lowell M. Irby Board Room

EXECUTIVE SESSION – None for this meeting.

ADJOURNMENT – Meeting was adjourned at 8:26 p.m.

CAROLYN SHEARMAN, Secretary