REGULAR MEETING OF THE BOARD OF EDUCATION
CLOVIS MUNICIPAL SCHOOLS
1009 Main Street
April 27, 2021

A regular meeting of the Board of Education was held in hybrid mode (in-person & via Zoom), on Tuesday, April 27, 2021. School Board members present (in-person) were: Kyle Snider, President; Paul Cordova, Vice President; Shawn Hamilton, Secretary; and Cindy Osburn, Member. Terry Martin, Member, was unable to attend. School personnel present (in-person) were Renee Russ, Superintendent; Mitzi Estes, Deputy Superintendent of Academic Services & Leadership; Joe Strickland, Deputy Superintendent of Employee Services, Shawna Russell, Deputy Superintendent of Finance; and John King, Deputy Director of Operations. Additional individuals present virtually were: Jelayne Curtis, Executive Administrative Assistant to the Superintendent, staff, and the public.

In light of the Public Health Order due to the COVID-19 virus, Clovis Schools is taking extra precautions with Board of Education meetings. Effective April 27, 2021, Board of Education members and Clovis Schools personnel will participate in the meetings in person. All other meeting participants including presenters, media, public forum speakers, and the public will continue to attend meetings virtually. Agenda items requiring Board action will be voted on by roll call.

Join Zoom Meeting
https://us02web.zoom.us/j/89181970112?pwd=Q2taMUNqWkNBQjI5cmJrMUVxSmRDZz09

Meeting ID: 891 8197 0112
Passcode: 603235
One tap mobile
+12532158782,,89181970112#,,,,*603235# US (Tacoma)
+13462487799,,89181970112#,,,,*603235# US (Houston)

Dial by your location
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 408 638 0968 US (San Jose)
+1 669 900 6833 US (San Jose)
+1 312 626 6799 US (Chicago)
+1 646 876 9923 US (New York)
+1 301 715 8592 US (Washington DC)
Meeting ID: 891 8197 0112
Passcode: 603235
Find your local number: https://us02web.zoom.us/u/kdlobbXky5

Speaking during the Open Forum or to a specific agenda item - Speaker's Registration Online Form must be submitted no later than 30 minutes prior to the start of the meeting by accessing the form at the following link: Speaker registration form

I. CALL TO ORDER/ROLL CALL
Mr. Snider called the meeting to order at 5:30 PM. A quorum of the Board was present.

II. *CONSIDER APPROVAL OF MINUTES - March 16, 2021 Meeting
Ms. Osburn made a motion to approve the March 16, 2021 meeting minutes as presented. Mr. Hamilton seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, abstained. The motion carried.

III. *CONSIDER APPROVAL OF AGENDA
Mr. Cordova made a motion to approve the agenda as presented. Ms. Osburn seconded the motion. Mr. Hamilton seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, yes. The motion carried unanimously.

IV. OPEN FORUM
No speaker's registration cards were submitted for the Open Forum.

V. *CONSENT AGENDA
Those items are placed on the agenda so that the Board, by unanimous consent, can designate those routine agenda items that they wish to be approved or acknowledged by one motion. If an item does not meet with the approval of all Board members, that item will be heard when reached under the regular agenda.

A. Consider Accounts Payable Check Listing/Voided Check Listing/Bank of America Purchasing Card Charges - March
B. Consider Activity Report - March
C. Consider Student Nutrition Report - March
D. Consider Investment Report - March
E. Consider Budget & Expenditure Report - March
F. Consider Budget & Revenue Report - March
G. Consider Budget Adjustments

BAR Number	Fund Name	Fund #	Amount
012-000-2021-0115-I	PRE K INITIATIVE	27149	$ 57,996.00
012-000-2021-0113-I	OPERATIONAL	11000	$ 1,175,407.00
012-000-2021-0111-I	FOOD SERVICE	21000	$ 1,117,923.00
012-000-2021-0110-I	IMPACT AID SPECIAL EDUCATION	25145	$ 10,776.00
012-000-2021-0108-I	CMS FOUNDATION	26184	$ 50,652.00
012-000-2021-0105-I	MEDICAID	25153	$ 78,680.00
012-000-2021-0103-I	PRIVATE DIRECT GRANTS	29102	$ 2,000.00
012-000-2021-0107-D	ATHLETICS	22000	$ 2,155.00
012-000-2021-0016-T	TITLE I ESEA	24101	$ -
012-000-2021-0116-t	STUDENT SUPPORT AND AC ACHIEVEMENT	24189	$ -

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012-000-2021-0117-T	TITLE I ESEA	24101	$ -
012-000-2021-0100-M	TITLE I ESEA	24101	$ -
012-000-2021-0099-M	STUDENT SUPPORT AND AC ACHIEVEMENT	24189	$ -
012-000-2021-0098-M	CARES ACT	24301	$ -
012-000-2021-0097-M	CARES ACT	24301	$ -
012-000-2021-0096-M	ENGLISH LANGUAGE ACQUISITION	24153	$ -
012-000-2021-0112-M	TEACHER/PRINCIPAL TRAINING	24154	$ -

H. Consider RFP

1. RFP 2021-207 General Construction Job Order Contract

A recommendation was made to multi-award to Facility Build; Bradbury Stamm Construction; K. Barnett & Sons; AK Sales; Nick Griego & Sons Construction; and WWRC Complete Construction Services as shown in the attachments provided to the Board.

2. RFP 2021-208 Roofing Job Order Contract

A recommendation was made to multi-award to WWRC Complete Construction Services and DKG & Associates, Inc. as shown in the attachments provided to the Board.

3. RFP 2021-209 Mechanical, Electrical, & Plumbing Job Order Contract

A recommendation was made to multi-award to C & C Security; Snider Electric; WWRC Complete Construction Services and WT Denton as shown in the attachments provided to the Board.

4. RFP 1819-218 Paraprofessional Behavior Assistant Services for Students

A recommendation was made to renew the contract with Soliant Health Inc. and ENMRSH, Inc. as shown in the attachments provided to the Board.

5. RFP 1819-219 Uniforms

A recommendation was made to renew the contract with UniFirst Corporation as shown in the attachments provided to the Board.

6. RFP 1920-205 Student Nutrition Grocery Products and Supplies for PreK-12th

A recommendation was made to renew the contract with Labatt Food Service as shown in the attachments provided to the Board.

7. ITB 1920-109 Student Nutrition Cafeteria Paper Products and Supplies

A recommendation was made to renew the contract with Labatt Food Service as shown in the attachments provided to the Board.

8. RFP 1819-216 Annual Yearbook Services

A recommendation was made to renew the contract with A Momentus Group as shown in the attachments provided to the Board.

Mr. Hamilton made a motion to approve the Consent Agenda as presented. Mr. Cordova seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, yes. The motion carried unanimously.

VI. SUPERINTENDENT'S REPORT – Renee Russ

A. Recognition of Early College High School Students - Melissa Winn

Melissa Winn recognized twenty-one students enrolled in the Early College High School program who are graduating with an Associate's Degree from Clovis Community College and their high school diploma from Clovis High School. It was noted that each student is also graduating from Clovis High School with honors. The Board congratulated each student on their accomplishments.

B. Cannon Air Force Base Update – Sara Williams

Sara Williams was unable to attend the Board meeting.

***C. Consider Policy Services Subscription Agreement with New Mexico School Boards Association (NMSBA)**

Ms. Russ presented the Policy Services Subscription Agreement with the New Mexico School Boards Association. The service keeps our policies aligned with New Mexico Public Education changes as well as state and federal laws affecting the District.

Mr. Cordova made a motion to approve the NMSBA Policy Services Subscription Agreement as presented. Mr. Hamilton seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, yes. The motion carried unanimously.

VII. ACADEMIC SERVICES - Mitzi Estes

A. Clovis Leadership Initiative (CLI) Update – Carrie Nigreville

In Ms. Nigreville's absence, Ms. Estes read the following prepared CLI update, "Our district and school teams are preparing to attend a one-day Spring Retreat with our partners at UVA this Friday, April 30. During this session, school and district teams will review 90 day plans from this year in preparation for the identification of their Big Rocks moving forward into next year. Also, our group of principals just completed their book study of Brene Brown's Dare to Lead book which is kind of a guidebook for courageous leadership as we work on organizational culture. We are also looking forward to travelling to Charlottesville for our Summer Program this year in July, so there are high hopes for some in-person engagement with the UVA team and other districts from across the country."

***B. Consider Curriculum**

1. Visual Arts - Middle School Theater

Ms. Estes presented the Visual Arts Theater I-B for middle school, which is an extension of the curriculum for a second class, for the Board's consideration. There were no questions from the Board.

Ms. Osburn made a motion to approve the Visual Arts curriculum as presented. Mr. Hamilton seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, yes. The motion carried unanimously.

***C. Consider 2021 - 2022 State Bilingual Multicultural Education Program Funding Applications – Laura Adkins**

1. **Clovis Municipal Schools**
2. **Clovis High School**
3. **CHS Freshman Academy**
4. **Marshall Middle School**
5. **La Casita Elementary School**
6. **Lockwood Elementary School**

Ms. Estes presented the 2021 - 2022 State Bilingual Multicultural Education Program Funding Applications for the Board's consider. Laura Adkins, Director of Language, Culture, & At-Risk Services was present for questions; there were none from the Board.

Mr. Cordova made a motion to approve the 2021 - 2022 State Bilingual Multicultural Education Program Funding Applications as presented. Mr. Hamilton seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, yes. The motion carried unanimously.

***D. Consider 2020 - 2021 Elementary and Secondary School Emergency Relief (ESSER) Fund II Grant Application – Laura Adkins**

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Ms. Estes presented the 2020 - 2021 Elementary and Secondary School Emergency Relief Fund II Grant Application for the Board's consideration. Ms. Adkins indicated this is a second CARES grant and there is supposed to be a CARES III grant coming in the summer or fall.

Mr. Hamilton made a motion to approve the 2020 - 2021 Elementary and Secondary School Emergency Relief Fund II Grant Application as presented. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, yes. The motion carried unanimously.

VIII. EMPLOYEE SERVICES - Joe Strickland

A. Discussion of Remote Work Guidance

Mr. Strickland presented remote work guidance information to Board and he highlighted some of the areas during his discussion. The document provided to the Board included the following areas: jobs that could be performed remotely on a long-term basis; jobs that cannot be performed remotely on a long-term basis; reasons short-term remote work can be granted; reasons short-term work can be denied; and additional guidelines and expectations for remote work. He identified the reasons short-term work could be granted, which were district need, district related travel, and individual employee needs with supervisor and Superintendent approval. Mr. Strickland also highlighted the reasons short-term work could be denied as daycare related issues, non-work related travel, other employment, and medical recuperation (must have a doctor's release to work). The document also included a statement that the District reserved the right to discontinue remote arrangements at its discretion. Mr. Strickland felt this was a great opportunity to experiment and try out some new things.

*B. Consider 2021 - 2022 Instructional Calendar

Mr. Strickland presented the 2021 - 2022 Instructional Calendar for the Board's consideration. He indicated the Curry County Fair is scheduled for August 10 - 14, so it would not conflict with the calendar because students don't return until August 16. He also stated the calendar is similar to the current, 2020 - 2021 calendar. Questions and/or comments were presented by the Board; however, they were inaudible.

Mr. Hamilton made a motion to approve the 2021 - 2022 calendar as presented. Mr. Cordova seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, yes. The motion carried unanimously.

IX. FINANCIAL MATTERS - Shawna Russell

*A. Consider Application for Broadband Deficiencies Correction Program (BDCP) Award – Eric Wimbish

In Mr. Wimbish's absence, Ms. Russell presented the application for Broadband Deficiencies Correction Program Award for the Board's approval. Ms. Russell stated, "This allows us to apply for Erate funding, which is 80% of the total cost. Total cost for the project, which was access points we did for schools when COVID hit to get internet to students, was $356,824. Clovis Schools' portion is $53,523 and the state should reimburse us about 10% of that amount.

Mr. Cordova made a motion to approve the application for the Broadband Deficiencies Correction Program as presented. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, yes. The motion carried unanimously.

*B. Consider Disposal of Miscellaneous Music Items & Removal from District Inventory

Ms. Russell presented the inventory committee's recommendation to dispose of broken, worn out, non-repairable, and obsolete music items included in the attachments provided to the Board. The items would be taken to the City landfill for disposal. (See item C for Board approval.)

*C. Consider Trade-In Value of Suburbans (Unit #200, #202 & #207) Toward Purchase of Three New Suburbans & Removal from District Inventory

Ms. Russell presented the inventory committee's recommendation to remove a 2021 Chevrolet Suburban, Unit 207, VIN #1GNSK5E78CR287262; 2012 Chevrolet Suburban, Unit 202, VIN #1GNSK5E78CR287214; Chevrolet Suburban, Unit 200, VIN #1GNSK5E74CR287176 from the District's inventory and use the trade value toward the purchase of three new suburbans.

Mr. Hamilton made a motion to approve the disposal and removal of miscellaneous music items and three suburbans (Unit 200, 202, & 207) from the District's inventory and to use the suburban trade-in value toward the purchase of three new suburbans, as presented. Mr. Cordova seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, yes. The motion carried unanimously.

D. Discussion of 2020 - 2021 State Equalization Guarantee Computation Revenue Estimate Worksheet (910B5 – STARS 80/120 Day Average)

Ms. Russell discussed the 2020 - 2021 State Equalization Guarantee Computation Revenue Estimate Worksheet and stated the worksheet is used to see what funding would look like for next year. She indicated membership was down by 148 students in Early Childhood Education and down 181 students in grades 9 - 12. She also highlighted the areas of the worksheet noting an increase or decrease as follows: Grades 5, 9, 11, & 12 - increase; T & E - decrease; Special Education - increase; Fine Arts - decrease; Bilingual - decrease; At-Risk - decrease. Based on the worksheet, the State Equalization Guarantee reflects an increase of slightly over $1 million.

*E. Consider 2021 - 2022 Salary Schedules

Ms. Russell presented the draft salary schedules for the 2021 - 2022 school year. She highlighted each salary schedule as follows:

- Schedule 00 - Dates are similar to last year
- Schedule 01 - 1.5% increase; Column RO increased to align salaries with similar jobs in New Mexico School districts
- Schedule 02 - 1.5% increase - $1.00/hour increase for high school diploma, $1.50 increase for Associates, and $2.00 increase for Bachelors - ensures the increase will not cause employees to take home less money because of being put in the higher ERB rate if they make over $24,000 and if they are put in a higher contribution for health insurance
- Schedule 03 - minimum 1.5% increase ensures employees do not take less money home than this year
- Schedule 04 - 1.5% increase
- Schedule 05 - 1.6 % increase
- Schedule 06 - 1.5% increase
- Schedule 07 - 3.0% increase to make sure employees do not take home less money than this year
- Schedule 08 - 1.5% increase - moved Regional Migrant Recruiter and Community Worker from Administrative Assistants Salary Schedule to Related Service providers Schedule with minimum of 1.5% increase and base increase of $1.50/hour
- Schedule 09 - Separated the old Administrative Support Salary Schedule into two salary schedules; Administrative Assistant Schedule 9 and Support Staff Schedule 10; increased base $1.50/hour with a minimum of 1.5% increase on all lanes
- Schedule 10 - Now contains Finance employees and Special Education Records Clerk
- Schedule 11 - 1.5% increase moved Audio Visual Tech from Administrative Support Schedule to Technology Schedule with the same increase as the Administrative Assistants.

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- Schedule 12 - Increment Schedule - most stipends remain the same as last year; added an additional Band Color Guard stipend

Ms. Osburn made a motion to approve the 2021 - 2022 Salary Schedules as presented. Mr. Hamilton seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, yes. The motion carried unanimously.

X. STAFF REPORTS

A. Employee Services Report

There were no questions from the Board regarding the Employee Services Report.

B. Purchase Order Change Orders

There were no questions from the Board regarding the Purchase Order Change Orders.

XI. ANNOUNCEMENTS

Ms. Russ made the following announcements:

A. May 23 Clovis High School Commencement Ceremony, 2:00 PM
B. May 25 Regular Board of Education Meeting – Hybrid, 5:30 PM
C. May 27 Last Day of School, Early Release (Elementary @ 12:30 PM/Secondary @ 1:00 PM)

XII. *ADJOURN

Mr. Hamilton made a motion to adjourn the meeting at 6:15 PM. Mr. Cordova seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, yes. The motion carried unanimously.

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CLERK PRESIDENT

DATE MINUTES TO BE APPROVED:
May 25, 2021

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