**REGULAR MEETING OF THE BOARD OF EDUCATION - HYBRID MODE**
**CLOVIS MUNICIPAL SCHOOLS**
**1009 Main Street**
**May 24, 2022**

A regular meeting of the Board of Education was held in hybrid mode (in-person & via Zoom), on Tuesday, May 24, 2022. School Board members present (in-person) were: Shawn Hamilton, Vice President; Cindy Osburn, Member; and Sharon Epps, Member. Paul Cordova, President, and Terry Martin, Secretary, were unable to attend. School personnel present were Renee Russ, Superintendent; Mitzi Estes, Deputy Superintendent of Academic Services & Leadership; Joe Strickland, Deputy Superintendent of Employee Services; Shawna Stowe, Deputy Superintendent of Finance; and John King, Deputy Director of Operations. Additional individuals present (in-person) were: Jelayne Curtis, Executive Legal Administrative Assistant to the Superintendent, staff, *Eastern New Mexico News* representative, and members of the public.

If attending virtually, participants are required to display their screen name and start the video for the Zoom meeting.

**Join Zoom Meeting**
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Opportunities to speak during the Open Forum or to a specific agenda item will be made available to individuals attending in-person and online. Speaker's Registration Cards will be available at the G.C. Ross Administration Building prior to the meeting. For online speakers, Registration Forms 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**
In Mr. Cordova's absence, Mr. Hamilton, Vice President, called the meeting to order at 5:30 PM. A quorum of the Board was present.

**II. PLEDGE AND SALUTE – Paul Cordova**
Mr. Hamilton led those present in the pledge and flag salute. Several students who have received their Bilingual Seal and were in attendance at the meeting, led the audience in the pledge and flag salute in Spanish.

**III. *CONSIDER APPROVAL OF MINUTES - April 26, 2022 Meeting**
Ms. Osburn made a motion to approve the April 26, 2022 meeting minutes as presented. Ms. Epps seconded the motion. A roll call vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

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

**V. *CONSENT AGENDA**
Items are placed on the agenda so the Board, by unanimous consent, can designate those routine agenda items they wish to be approved or acknowledged by one motion. If any 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 - April**
**B. Consider Activity Report - April**
**C. Consider Student Nutrition Report - April**
**D. Consider Investment Report - April**
**E. Consider Budget & Expenditure Report - April**
**F. Consider Budget & Revenue Report - April**
**G. Consider Budget Adjustments**

| | | | |
|---|---|---|---|
| 012-000-2122-0092-IB | INSTRUCTIONAL MATERIALS | 14000 | $269,147.00 |
| 012-000-2122-0082-I | OPERATIONAL | 11000 | $9,735.00 |
| 012-000-2122-0084-I | CAPITAL IMPROVEMENTS-SB-9 LOCAL | 31701 | $40,503.00 |
| 012-000-2122-0085-I | DEBT SERVICES | 41000 | $118,678.00 |
| 012-000-2122-0086-I | ENTITLEMENT IDEA-B | 24106 | $1,233,835.00 |
| 012-000-2122-0087-I | STUDENT SUPPORT & ACADEMIC ACHIEV | 24189 | $11,986.00 |
| 012-000-2122-0093-I | FOOD SERVICE | 21000 | $621,964.00 |
| 012-000-2122-0094-I | ATHLETICS | 22000 | $22,684.00 |
| 012-000-2122-0098-I | MEDICAID | 25153 | $577,588.00 |
| 012-000-2122-0100-I | PUPIL TRANSPORTATION | 13000 | $6,018.00 |
| 012-000-2122-0105-I | IMPACT AID SPECIAL EDUCATION | 25145 | $69,932.00 |
| 012-000-2122-0111-I | SB-9 STATE MATCH | 31703 | $528,183.00 |

| | | | |
|---|---|---|---|
| 012-000-2122-0112-I | DEBT SERVICES | 41000 | $300,620.00 |
| 012-000-2122-0114-I | CAPITAL IMPROVEMENTS SB-9 LOCAL | 31701 | $285,123.00 |
| 012-000-2122-0118-I | OPERATIONAL | 11000 | $430,801.00 |
| 012-000-2122-0113-I | GO BOND BUILDING | 31100 | $273,772.00 |
| 012-000-2122-0119-I | TRANSPORTATION | 13000 | $ 30,014.00 |
| 012-000-2122-0091-D | OPERATIONAL | 11000 | $(307,420.00) |
| 012-000-2122-0090-D | CRRSA, ESSER II | 24308 | $(114,774.00) |
| 012-000-2122-0115-D | SB-9 STATE MATCH CASH | 31703 | $(681.00) |
| 012-000-2122-0116-D | CMS FOUNDATION | 26184 | $(99.00) |
| 012-000-2122-0117-D | PRIVATE DIRECT GRANTS | 29102 | $(1,151.00) |
| 012-000-2122-0079-T | MIGRANT CHILDREN EDUCATION | 24103 | |
| 012-000-2122-0089-T | CARES | 24301 | |
| 012-000-2122-0095-T | MIGRANT CHILDREN EDUCATION | 24103 | |
| 012-000-2122-0096-T | MIGRANT CHILDREN EDUCATION | 24103 | |
| 012-000-2122-0099-T | PRE-K INITIATIVE | 27149 | |
| 012-000-2122-0080-M | TEACHER/PRINCIPAL TRAINING & RECRUIT | 24154 | |
| 012-000-2122-0081-M | TEACHER/PRINCIPAL TRAINING & RECRUIT | 24154 | |
| 012-000-2122-0088-M | CARES | 24301 | |
| 012-000-2122-0103-M | ENLACE-UNM | 26103 | |
| 012-000-2122-0102-M | MIGRANT REGIONAL RECRUITING | 24187 | |
| 012-000-2122-0101-M | TITLE I, ESEA | 24101 | |
| 012-000-2122-0104-M | TITLE I, ESEA | 24101 | |

**H. Consider RFPs**

**1. RFP 2122-202 Architectural and/or Engineering Services for Clovis High School Athletic Facilities**

A recommendation was made to award to Cherry/See/Reames Architects, PC as shown in the attachments provided to the Board.

**2. 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.

**3. RFP 1819-219 Uniforms**

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

**4. RFP 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.

**5. RFP 1920-205 Student Nutrition Grocery Products and Supplies**

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

**6. RFP 1920-206 Student Nutrition Milk Products**

A recommendation was made to renew the contract with Dean Dairy Holdings dba Gandy's Dairy as shown in the attachments provided to the Board.

**7. RFP 2021-207 General Construction JOC**

A recommendation was made to renew the contract with AK Sales, Bradbury Stamm, Facility Build, Griego & Sons, K. Barnett & Sons, WWRC, Inc. as shown in the attachments provided to the Board.

**8. RFP 2021-208 Roofing JOC**

A recommendation was made to renew the contract with DKG & Associates, Inc. and WWRC Inc. as shown in the attachments provided to the Board.

**9. RFP 2021-209 Mechanical, Electrical, and Plumbing JOC**

A recommendation was made to renew the contract with C & C Security, Snider Electric, Inc., WT Denton Mech, Inc. and WWRC, Inc. as shown in the attachments provided to the Board.

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

## VI. SUPERINTENDENT'S REPORT – Renee Russ

**A. Recognition of Students**

**1. Yucca Middle School Mixed Chorale - Brandon Boerio**

**2. CHS Freshman Academy Women's & Men's Chorale - Brandon Boerio**

Mr. Boerio introduced Diara Bowen, Yucca Middle School Choir Director and Tami Martin, CHS Freshman Academy Choir Director. He announced the choirs were awarded "Best in Class" trophies from the recent competition at the Greater Southwest Music Festival.

He indicated Yucca Middle School was awarded "Best In Class - Middle School Non-Varsity Mixed Choir," and CHS Freshman Academy was received "Best in Class - Women's Varsity HS Choir and Men's Varsity HS Choir."

The Board and those present at the meeting congratulated the choirs on their recent accomplishments.

**3. CHS Bilingual Seal Recipients - Laura Adkins**

Ms. Adkins introduced Santi Gutierrez, Bilingual Multicultural Education Coordinator, who recognized 11 of the 59 students that completed all requirements needed for the NM Bilingualism-Biliteracy State Seal of which one received the District Bilingual Seal. Ms. Gutierrez stated, "Spanish of course has been the main language students receive the seal in, but we have also qualified students in Portuguese, Tagalog, French, and German. This year we has Telugu, Turkish, and ASL." She also mentioned since the program implementation in 2016, 356 students have graduated with the NM Bilingualism-Biliteracy State Seal. Prior to 2016, we only had the Clovis Municipal School District Bilingual Seal. Ms. Gutierrez introduced the 11 students present at the meeting. The Board congratulated them on their success.

**4. CHS Esports Team - Eric Wimbish**

Eric Wimbish, coach of the Clovis High School Esports team, recognized the recent State Championship win earning a solid 10 point advantage over their closest competitor, La Cueva High School. At finals, the Super Smash Brothers team earned first, and Wildcat Mario Kart 8 second in their respective

matches. Five teams from Clovis High School competed in the state championship: League of Legends, Madden NFL, Rocket League, Super Smash Bros Ultimate, and Mario Kart 8.

**B. Recognition of NMSBA Excellence in Student Achievement Award Recipient – Laura Adkins**

Ms. Russ recognized Laura Adkins as the Excellence in Student Achievement award recipient. She highlighted Ms. Adkins' work history at Clovis Schools to include, Pre-K Principal, Principal at James Bickley Elementary, and Executive Director of At-Risk Services. She stated, "Ms. Adkins has had a widespread impact on academic outcomes for students in each of these roles and her leadership has helped to grow bilingual programs and improve service to English Learners. Laura Adkins is one of the finest examples of how Clovis Municipal Schools keeps kids first."

Ms. Russ presented Ms. Adkins with a plaque honoring her as the NMSBA Excellence in Student Achievement award recipient. With heartfelt emotion, Ms. Adkins expressed her appreciation for the award.

**C. Cannon Air Force Base Update – Sara Williams**

Ms. Williams was unable to attend the meeting; no Cannon AFB representative was present.

***D. Consider Board Member Boundary Redistricting Plans – Michael Sharp, Research & Polling, LLC**

Ms. Russ stated Michael Sharp from Research & Polling presented Board Member boundary redistricting plans at the April meeting. She said Mr. Sharp has joined the meeting virtually to answer questions the Board may have regarding the proposed plans. There were no questions from the Board; however, Ms. Osburn spoke regarding the plans and commented that Terry Martin, who was unable to attend the meeting this evening, requested the Board consider a plan that would keep the Board of Education and Clovis Community College Board of Trustees unpaired. She also mentioned this would assist with possible voter confusion and simplicity if both entity's boundaries were the same; Mr. Hamilton spoke in agreement. Only one of the proposed boundary plans met that criteria – Plan/Concept E.

Ms. Epps made a motion to approve Board Member Boundary Redistricting Plan/Concept E as presented. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

***E. Consider 2022 - 2023 Open Meetings Act Resolution**

Ms. Russ presented the 2022 - 2023 Open Meetings Act Resolution for the Board's approval. The Resolution declares public meetings, subject to the Open Meetings Act, to be held by the Clovis Schools Board of Education for the upcoming school year. She indicated the Resolution is presented to the Board annually. There were no questions from the Board.

***F. Consider 2022 - 2023 Resolution Authorizing Use of Conference Telephone/Communication Equipment for Board Members at Board Meetings**

Ms. Russ presented the 2022 - 2023 Resolution authorizing Board members the use of a conference telephone or other communication equipment for Board meetings. There were no questions from the Board.

Ms. Epps made a motion to approve items E & F; 2022 - 2023 Open Meetings Act Resolution and the 2022 - 2023 Resolution Authorizing Use of Conference Telephone/Communication Equipment for Board members as presented. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

***G. Consider Request for Permission to Travel (Board Policy I-6500/IJOA)**

**1. FCCLA - National Leadership Conference, San Diego, CA**

Ms. Russ presented the request for permission to travel from Amy Garcia, FCCLA sponsor. Three students and Ms. Garcia would be attending the FCCLA National Leadership Conference in San Diego, CA, from June 28 - July 4, 2022.

**2. HOSA Future Health Professionals - International Leadership Conference, Nashville, TN**

Ms. Russ presented the request for permission to travel from Kelsey Fredericks, HOSA sponsor. Six students and two sponsors, Kelsey & David Fredericks, would be attending the HOSA International Leadership Conference in Nashville, TN, from June 21 - 26, 2022.

**3. CHS Wildcadettes - Dance Team Union National Competition, Orlando, FL**

Ms. Russ presented the request for permission to travel from Kym Cordova, Wildcadette sponsor. Twenty-four students and four sponsors, to include Kym Cordova, Sharon Dorman, Kim Garcia, and Paul Cordova, would be attending the Dance Team Union National Competition in Orlando, FL, from February 9 - 13, 2023.

Ms. Osburn made a motion to approve the requests to travel from FCCLA, HOSA, and the Wildcadettes as presented. Ms. Epps seconded the motion. A roll call vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

## VII. INSTRUCTIONAL MATTERS – Mitzi Estes

**A. Clovis Leadership Initiative (CLI) Update – Phillip Lemke**

Ms. Estes introduced Phillip Lemke, Principal of the Arts Academy at Bella Vista, to provide a UVA-Clovis Leadership Initiative update. Mr. Lemke stated, "I have been blessed to be a part of the UVA-Clovis Leadership Initiative as principal of the Arts Academy and an assistant principal at Gattis Middle School. A couple of things that I have learned and implemented are: 1) Deep look at processes to ensure best practices for students, staff, and families, e.g. pick-up in rain, dismissal, schedules; 2) Positive and Productive Culture to include, work hard and play hard, balance of academia and Art integration, ensuring all stakeholders are invited to the table and have equal voice – group problem solving; 3) Brand we believe in and get behind – BRAVE – Brilliant, Respectful, Authentic, Valiant, Evolving; Flags, songs, everyday conversation; Reflection – More Stakeholders to the table, understand our culture, book study "Teaching with Poverty in Mind," not only know the date, but utilize it to create a treatment plan for all students – Intervention, Enrichment.

Mr. Lemke thanked the Board and administration for the opportunity to participate in the UVA-Clovis Leadership Initiative.

***B. Consider 2022 - 2023 Fine Arts Education Act Application - Brandon Boerio**

Ms. Osburn made a comment about the great things that were included in the Fine Arts application, which cross all campuses. Mr. Boerio indicated they were taking bigger steps and pushing forward with Fine Arts and expressed appreciation for the Board's support.

Ms. Osburn made a motion to approve the 2022 - 2023 Fine Arts Education Act Application as presented. Ms. Epps seconded the motion. A roll call vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

***C. Consider 2022 - 2023 ESEA Consolidated Application - Laura Adkins**

***D. Consider 2022 - 2023 Title III, Part A, ESEA Consolidated Application - Laura Adkins**

Ms. Adkins indicated 77% of the funds go directly towards Title I schools. There were no questions from the Board regarding the two applications presented – items C & D.

Ms. Osburn made a motion to approve the 2022 - 2023 ESEA Consolidated Application & 2022 - 2023 Title III, Part A, ESEA Consolidate Application as presented. Ms. Epps seconded the motion. A roll call

vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

***E. Consider 2022 - 2023 Title I, Part C, Education of Migratory Children Application - Laura Adkins**

There were no questions from the Board regarding the Title I, Part C, Education of Migratory Children application.

Ms. Osburn made a motion to approve the 2022 - 2023 State Bilingual Multicultural Education Program Funding application as presented. Ms. Epps seconded the motion. A roll call vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

***F. Consider 2022 - 2023 IDEA Application - Carlyn Hancock**

There were no questions from the Board regarding the IDEA application; however, Ms. Osburn asked why the Public Education Department (PED) needed so many of the policies included in the application. Ms. Hancock indicated the PED requested copies of revised policies since the last application submission.

Ms. Epps made a motion to approve the 2022 - 2023 IDEA application as presented. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

## VIII. EMPLOYEE SERVICES - Joe Strickland

**A. Introduce Revisions to Board Policies/Regulations/Exhibits**

1. **Board Policy J-1650 – Truancy/Chronic Absences**
   - a. **Board Regulation J-1661 – Truancy/Chronic Absences**
   - b. **Board Exhibit J-1681 – Truancy/Chronic Absences**
   - c. **Board Exhibit J-1682 – Truancy Action Plan for Students with Attendance Problems**
   - d. **Board Exhibit J-1683 – Truancy/Chronic Absences - Developing School & Attendance Improvement Plan**
   - e. **Board Exhibit J-1684 – Truancy/Chronic Absence Action Plan for Students**
2. **Board Regulations J-0511 – Student Attendance**
3. **Board Policy J-0550 – Compulsory Attendance Ages**
4. **Board Policy J-0600 – Entrance Age Requirements**
5. **Board Policy J-0750 – Admission of Resident Students**
6. **Board Policy J-0800 – Tuition/Admission of Nonresident Students**
7. **Board Policy J-1300 – Student Withdrawal from School/Dropouts**
8. **Board Policy J-1550 – Student Absences and Excuses**
   - a. **Board Regulation J-1561 – Student Absences and Excuses**

Mr. Strickland introduced the policy revisions, which were received from Policy Services, and stated the changes were due to the Attendance for Success Act. He indicated the policies were only being presented for introduction at this time.

## IX. FINANCIAL MATTERS - Shawna Stowe

**A. COVID Update – Loran Hill**

Mr. Hill provided a COVID update for the Board and highlighted the following areas: Number of Cases; Positives plus Quarantined Close Contacts; and Absence Rate in Percentage of Total Campus Enrollment (Staff + Students) from April 27 - May 10.

***B. Consider Revision to 2021 - 2022 Fleet Service Contract with Adair, Inc.**

Ms. Stowe presented the 2021 - 2022 Fleet Service Contract with Adair, Inc. and stated the revision was due to the receipt of an emergency fuel allocation in the amount of $30,014.

Ms. Osburn made a motion to approve the revision to the 2021 - 2022 Fleet Service Contract with Adair, Inc. as presented. Ms. Epps seconded the motion. A roll call vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

***C. Consider 2022 - 2023 Fleet Service Contract with Adair, Inc.**

Ms. Stowe presented the 2022 - 2023 Fleet Service Contract with Adair, Inc. and stated the contract for next year reflects an increase of approximately $50,000 over this year. The amount of the contract is $1,881,413.

Ms. Epps made a motion to approve the 2022 - 2023 Fleet Service Contract with Adair, Inc. as presented. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

***D. Consider 2022 - 2023 Activity Transportation Agreement with Adair, Inc.**

Ms. Stowe presented the 2022 - 2023 Activity Transportation Agreement with Adair, Inc. and stated the compensation would be $1.00 per mile, $16.50 per hour regular time (Monday - Friday/7:30 AM - 4:30 PM), and $24.75 per hour overtime. She indicated this is the first time in years there has been an increase. As stated in the Agreement, Adair would reimburse the Board for all insurance costs, including, but not limited to premiums, inspection costs, and inspection insurance. The total cost would be $12,188.61.

Ms. Osburn made a motion to approve the 2022 - 2023 Activity Transportation Agreement with Adair, Inc. as presented. Ms. Epps seconded the motion. A roll call vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

***E. Consider 2021 - 2022 Audit Contract with Carr, Riggs, & Ingram, LLC**

Ms. Stowe presented the audit contract with Carr, Riggs, & Ingram for the Board's approval. She indicated the audit compensation would be $56,219 and that she has been pleased and look forward to working with them again.

Ms. Epps made a motion to approve the 2021 - 2022 Audit Contract with Carr, Riggs, & Ingram, LLC as presented. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

***F. Consider Resolution Stating Review of Investment Policy, Investment Strategies, & Designation of Investment Officer for Clovis Schools**

Ms. Stowe presented the Resolution stating the review of the Investment Policy, Investment Strategies, and the Designation of the Investment Officer for the District. The Resolution outlines the following:

- The Investment Policy, in the form attached, and investment strategies contained in such policy has been reviewed and is hereby adopted with no changes;
- The Superintendent and Deputy Superintendent of Finance are hereby named as Investment Officers of the District to be responsible for the investment of its funds consistent with the policies set forth by this Board.
- The provisions of this Resolution shall be effective as of the date of adoption and shall remain in effect until modified by action of the Board of Education.

Ms. Osburn made a motion to approve the Resolution Stating Review of Investment Policy, Investment Strategies, and Designation of Investment Officer for Clovis Schools as presented. Ms. Epps seconded the motion. A roll call vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

***G. Consider Authorization of Bank Account/Transfer of Vehicles & Property Signatures**

Ms. Stowe presented the Resolution authorizing bank account and transfer of vehicle and property signatures. She stated the changes on the Resolution were the removal of Mitzi Estes, Deputy Superintendent of Academic Services and the addition of Jay Brady and Carrie Nigreville.

Ms. Osburn made a motion to approve the Authorization of Bank Account/Transfer of Vehicles & Property Signatures as presented. Ms. Epps seconded the motion. A roll call vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

***H. Consider Disposal of Fixed Assets from the District's Inventory**

**1. Technology Items**

The Inventory Committee recommended the disposal of broken, worn out, non-repairable, and obsolete items from Technology. The items would be picked up by STS Electronic Recycling and removed and disposed of for no fee. The items listed in the documents provided to the Board have been decommissioned by Clovis Municipal Schools and have been certified by Eric Wimbish that all personally identifiable information was removed.

**2. Temperature Management System for Cafeterias**

The Inventory Committee recommended the disposal of a Temperature Management Systems for cafeterias. The item is no being used by Clovis Municipal Schools and is obsolete. The item would be taken to the City landfill to be disposed.

Ms. Epps made a motion to approve the disposal of fixed assets from the District's inventory as presented. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

**I. Discussion of Public Education Department Cash Report for 2021 - 2022 (3rd Quarter)**

Ms. Stowe presented the 3rd quarter cash report. She indicated the reports are provided every quarter and submitted to the Public Education Department and lists our beginning balance, all revenues and expenditures received in their respective funds, transfers, and balances to the bank statement, as well as permanent cash transfers. There were no questions from the Board.

**J. Discussion of Annual Bond Continuing Disclosure**

Ms. Stowe discussed the Annual Bond Continuing Disclosure and stated the document shows the current bonds, financial reporting on the Electronic Municipal Market Access (EMMA), attachment of correct audit, bond maturity information, District tax rates, Curry County tax collections, prior student enrollment (last 5 years), State Equalization Guarantee (SEG) distribution (last 5 years), and the required EMMA documentation.

There were no questions from the Board regarding the Bond Continuing Disclosure.

***K. Consider 2022 - 2023 Budget**

Ms. Stowe presented the following 2022 - 2023 budget highlights: Total Program Units decreased by 265.79 units. FY 22-23 units are 13,727.75, a decrease from FY 21-22 of 13,993.54 total program units.

- Basic Program Units - Grades K - 12; decreased by 56 students
- Kindergarten Units; increased by 109 students
- Teacher Cost Index Units; decreased by 86.77 units
- Total Special Education Units; decreased by 102.65 units
- Fine Arts Units; decreased by 1.07 units
- Bilingual Units; decreased by .63 units
- At-Risk Units; decreased by 56.34 units
- School Size Adjustment; decreased by 20.58 units

FY 22-23 will be the last year that we receive the Small School Size Adjustment. In FY 19-20, the Legislature passed a bill that would remove this adjustment from larger districts.

The Program Unit Value at the beginning of the FY 21-22 School year was $4,770.70. The Final Unit Value for FY 21-22 was set at $4,863. The Initial Unit Value for FY 22-23 was set at $5,450.92 an increase of $587.92 from the Initial Unit Value set for the FY 21-22 school year or an increase of 12.09%. This is the largest increase in the unit value since 1987 by 2.27% (2019/2020). This unit value increase, offset by the decrease in units, resulted in a net increase of $6,788,020.

New Mexico Legislature mandated several salary increases including a $15/hour minimum wage, which resulted in a $2.50/hour increase for our lowest paid employees. An increase in teacher pay minimums to $50,000, $60,000 and $70,000 for Level I, II, and Ill teachers, respectively; which resulted in an increase of $6,850 (step 0), $7,325 (step 3), and $7,025 (step 6). All while ensuring that the increase results in at least a 3% increase for all staff and a 7% average salary increase. Teachers received an Average increase of 12.68%. All other employees received an Average 7% increase. All employees received at least a 5% increase across the board. What Legislature did not fund, was an increase between steps – or an increase in pay for your years of service. This would have meant that our most experienced teachers would have received an increase of $5,950 (13.5%), $1,755.75 (3%) and $2,105.25 (3%) for Level I, II and III respectively.

Salary Compaction. There were several obstacles in working through the salary compaction problem. First, we had to address the $15/hour minimum wage increase, and how that affected EA's, Administrative Assistants, Student Nutrition Staff, and Custodial Staff. If we just met the mandate, there would be little, if any, increase between jobs with a higher degree of responsibility. We were able to apply a higher average increase to these 4 groups of employees and address the salary compaction issue. We then addressed the teacher minimum pay increase and the Teacher Cost Index issue. Our Teacher Cost Index decreased this year by 86.77 units which means that we have more teachers at a Level I and less at a Level 11, and Ill. By applying a $50 per step increase for a Level I teacher instead of $100 from previous years, we were able to maintain the $150 per step for a Level II teacher and increase the Level Ill teacher from $200 per step to $250 per step. We hope it encourages teachers to work towards their Level Ill teaching license, which will increase our TCI.

Health Insurance rates will increase 6.0% for High Option and HMO Insurance; Low Option Insurance will increase by 3.2% beginning with the September 2022 paychecks. This increase will be for both the employee and employer deductions. Additionally, The ERB rates will increase 2% from 15.15% to 17.15% on the Employer side. Employee contributions will not change.

Because the state no longer takes the 75% credit for Impact Aid and the Ad Valorem taxes, the Public Education Department created two new funds to track the expenditures for these two funds of money. Fund 15100 is now the Operational Impact Aid fund and Fund 15200 is now the Operational Tax Levy fund. Additional reporting will be required on both of these new funds indicating how we are utilizing these funds. Our intent is to use them to fund the budgets for Maintenance, Custodial, Transportation, Operations, Technology, and a portion of the Music Budget.

BUDGET COST INCREASES:

- Cost of salary increases $4,589,929.96
  +Benefits $1,403,452.84
- Cost of ERB 2% Increase $ 819,087.04
- Cost of Risk Premium Increase $ 150,943.19

- Remove: Exec. Asst to Superintendent $ (70,252.42)
- Remove Coordinator of Technology $ (101,494.88)
- Add: Deputy Super of OTA $ 192,612.54
- Add Dean of Student Support Campus $ 121,524.72
- Add Ex. Dir. Strat Planning & School Sup. $ 141,934.04
- Add IRC/MLSS Secretary $ 52,104.64

- Total Budge Increase $7,299,841.67
- Increase in SEG $6,785,656.09
- Budget Deficit $ 514,185.58

Salaries now comprise about 91% of the State Equalization Guarantee. Clovis Schools has 35 funds for a total of $152,704,906.

TRANSPORTATION:
The Transportation Budget increased from $1,779,268 to $1,881.413. The transportation allocation goes to Adair, Inc. for the to and from route buses, bus insurance costs, and bus inspection fees.

INSTRUCTION:
The Instructional Material Bureau no longer maintains a separate Instructional Materials Allocation. The State Equalization Guarantee is expected to cover the cost of all Instructional Materials; despite the fact that the funding formula has not been changed to give additional units for IM funding. The allocation is included in the unit value "increase." The amount allocated to Instructional Material for FY 22-23 is $966,335.48.

The District's finances remain in stable condition even with the anticipation of a decrease in cash balance of approximately $1.SM The district has estimated the ending Operational cash balance to be $12,500,000.

GENERAL OBLIGATION BOND:
We have not included a Bond Retirement Schedule for FY 22-23. We will not sell a bond this year because we still have funds available to finish out the projects that are currently under construction and begin the next few projects.

Ms. Stowe provided the Board with the following information/documents: Program Unit History, Risk Insurance Premium Increase, Analysis of Utility Costs; Health & Medical Cost Increases, History of the Unit Value, 2022 - 2023 State Equalization Guarantee Tool, 2022 - 2023 School Calendars, 2022 - 2023 School Calendar Check, OpBud 901B-10, Salary Assurances, Article 10A & Article 8 Certification, 2021 - 2022 Employee Salary Worksheet, 2022 - 2023 Estimated Average Salary Increases – Personnel Other Than Classroom Teachers, 2022 - 2023 Estimated Average Salary Increase – Certified Classroom Teachers Only, 2021 - 2022Teachers & Personnel Other Than Classroom Teachers – Mid-Year Salary Increases, Operation Budget Summary Report, Operating Budget - Revenue, Operating Budget – Expenditure Detail w/ Job Class, and Salary Schedules.

Ms. Stowe mentioned revisions to Salary Schedules 1, 5, 8, and 9 and the Increment Schedule since the Board's approval last month. The revisions were as follows:

- Schedule 1 – Director of Music changed to Director of Fine Arts
- Schedule 5 – Added minimum pay for Level II, Step 2 - $60,000
- Schedule 8 – Removed Step 23, 188 days
- Schedule 9 – Admin Assistant job titles to align with title change of Deputy Directors to Senior Directors; Added Pandemic Federal Funds Finance & Data Collection Clerk; Remove two job titles that were from same position.
- Increment Schedule – Added Chair for Level I, II, & III; Changed substitute rate for Early Release Wednesdays; Changed amounts on Math & Science Teacher to $500 per section; Changed Vocal Music Coaches – Removed Middle School, Added one CHS Freshman Academy & 2 High School

Ms. Epps made a motion to approve the 2022 - 2023 Budget as presented. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

**X. OPEN FORUM**
No speaker registration cards were submitted for the Open Forum.

**XI. ANNOUNCEMENTS**
Ms. Russ made the following announcements:

**A. June 3 - 4 NMSBA School Law Conference, Embassy Suites, ABQ**
**B. June 28 Regular Board of Education Meeting (Hybrid), 1009 Main Street, 5:30 PM**

**XII. *ADJOURN**
Ms. Osburn made a motion to adjourn the meeting at 6:45 PM. Ms. Epps seconded the motion. A roll call vote was taken as follows: Member Epps, yes; Member Osburn, yes; and Vice President Hamilton, yes. The motion carried unanimously.

/s/ Terry Martin
CLERK

/s/ Paul Cordova
PRESIDENT

DATE MINUTES TO BE APPROVED:
June 28, 2022