REGULAR MEETING OF THE BOARD OF EDUCATION
CLOVIS MUNICIPAL SCHOOLS
1009 Main Street
July 28, 2020

A regular meeting of the Board of Education was held virtually, via Zoom, on Tuesday, July 28, 2020. School Board members present were: Kyle Snider, President; Paul Cordova, Vice President; Shawn Hamilton, Secretary; Terry Martin, Member; and Cindy Osburn, Member. School personnel present 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; *Eastern New Mexico News* representative, staff, and the public.

In light of the public health emergency due to the COVID-19 virus, Clovis Schools is taking extra precautions with Board of Education meetings. The July Board meeting will be a virtual meeting. Agenda items requiring Board action will be voted on by roll call. Agenda items will be kept to urgent business or those items needing approval to conduct District business.

Join Zoom Meeting
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Dial by your location
+1 253 215 8782 US (Tacoma)
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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 - June 23, 2020 & July 1, 2020 Meetings
Mr. Hamilton made a motion to approve the June 23, 2020 and July 1, 2020 Board meeting minutes as presented. Mr. Martin seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Member Martin, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, yes. The motion carried unanimously.

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

IV. OPEN FORUM
No speaker registration cards were submitted to speak under the Open Forum section of the agenda.

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 - June
B. Consider Activity Report - June
C. Consider Student Nutrition Report - June
D. Consider Investment Report - June
E. Consider Budget & Expenditure Report - June
F. Consider Revenue Report - June
G. Consider Budget Adjustments

012-000-2021-0001-I	IDEA-B	24106	$836,478.00
012-000-2021-0002-I	CARL D PERKINS SECONDARY REDISTRIBUTION	24176	$12,406.00
012-000-2021-0003-I	TEACHER/PRINCIPAL	24154	$49,469.00

H. Consider RFPs

1. RFP 17-228 Architectural Engineering on Call Renewal Year Two
A recommendation was made to renew the contract with McClain + Yu Architecture Design; Lydick Engineers & Surveyors; Site Southwest; and Huitt-Zollars, Inc. as shown in the attachments provided to the Board.

2. RFP 17-232 Construction Material Testing Services Renewal Year Two
A recommendation was made to renew the contract with Lydick Engineers & Surveyors as shown in the attachments provided to the Board.

3. RFP 1819-203 Legal Services Renewal Year Two
A recommendation was made to renew the contract with Modrall, Sperling, Roehl, Harris, & Sisk; Walsh Gallegos Trevino Russ & Kyle, P.C.; and Cuddy & McCarthy as shown in the attachments provided to the Board.

Mr. Martin 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; Member Martin, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, yes. The motion carried unanimously.

VI. SUPERINTENDENT'S REPORT – Renee Russ

A. Recognize NMSBA Student Achievement Award Recipient

Ms. Russ recognized Carrie Nigreville as the recipient of the NMSBA Student Achievement Award. She highlighted several of Ms. Nigreville's accomplishments with the District. She stated, "Every role she has fulfilled, she has influenced student achievement, is an incredible team player, and a trusted and respected leader." Ms. Russ and the Board expressed their appreciation for her dedication and service to the District.

*B. Consider New Mexico Public Education Department's Reentry Assurances Document, Plan for Prioritizing Additional Instructional Time, & Local Plan for Remote Learning

Ms. Russ reviewed the Public Education Department's Reentry Assurances document, while detailing the plan to begin the new school year. Included in the Assurances document was the Board President's signature, which indicates the District will adhere to the eight reentry requirements from the state. She referenced the 2020 -2021 Reentry Guidelines and the eight minimum requirements of the PED for reentry. The eight requirements are:

- All districts and schools across the state will be able to open strictly according to Hybrid guidelines. The Department of Health and Medical Advisory Team will regularly assess rates of the spread of COVID-19. Districts and schools will then follow the appropriate guidelines based on the designated safe reentry category.

Ms. Russ stated this has changed due to the gating criteria.

- Schools, at the direction of the NM Department of Health, must participate in a surveillance and rapid response testing program for all staff.

Ms. Russ indicated that since receiving the guideline, the requirement for surveillance has been removed.

- Schools must adhere to the social distancing requirements of their designated category.
- Schools should avoid large group gatherings.
- Face coverings are required for all students and staff except while eating, drinking and exercising, with limited exceptions for students or staff who have medical reasons for not being able to wear a mask or face shield.
- All staff must be screened on a daily basis, including a temperature check and review of potential symptoms. All sites must work with state and local health officials to have a plan for contact tracing. While not required, this is also recommended for students.

Ms. Russ stated we have worked closely with our Director of Health Services to put a system in place across the district.

- For transportation, all staff and students must wear face shields or masks. In addition: a) A maximum of two students may sit together on a bus seat; b) schools in the yellow category should take all reasonable steps to limit bus seats to one student to the best of their ability.

Ms. Russ stated John King is working with our bus contractor, Cory Adair, for adherence to the guidelines.

- Meals must be provided to student during in-person instruction and remote learning.

Ms. Russ referred back to the Assurances documents, highlighting the remaining two requirements, which were: The District will continue to enroll all new students and the District would develop and submit a Remote Learning Plan for all student, Pre-K through 12th grade for the 2020-2021 school year; or the District would choose to make up potential lost instructional hours in-person should physical school closure be required. She indicated the District has created the Remote Learning Plan as required.

Ms. Russ said the District also had the option of adding 10 additional days and/or the K-5+ program. She indicated the District has opted to address any potential learning loss or regression through pre-assessments and additional instructional time within the regular school day and some after-school opportunities.

Ms. Estes highlighted the Remote Learning Plan outlined in the Assurances document. She indicated the Remote Learning Plan is similar to the Continuous Learning Plan that was done in the spring, but more detailed and there is much more accountability. She reviewed the areas of the Plan noting: High School Seniors' Graduation Requirements; Pre-K through 12th Grade; Grading; Attendance; Student Engagement and Participation; High Quality Instructional Materials; English Learner Language Development Resources; Dual Credit - CCC; Student with Disabilities; English Learners; Social and Emotional Supports; Family & Community Communication; Attendance Protocol; Counseling Referral Procedures for All Students; Family Services Plan; Elementary EL Service Plans by Health Order; Secondary EL Service Plans by Health Order; Bilingual Service Plans by Health Order; Local Demonstration of Competency Board Policy; and the CMS ADC Portfolio 2021 Cohort.

During her review of the Remote Learning Plan, she indicated grades and attendance are much more important this year and grades would be taken as we have taken them traditionally, as well as attendance. She also mentioned the District has plans in place to assist families being successful. Ms. Estes also stated with the Governor's recent health order and all students beginning school with remote instruction until after Labor Day; the District is considering leaving secondary students in a remote model for the first nine weeks (October). She said this would provide some stability for secondary students, parents, families, teachers, and staff. Ms. Estes mentioned the District is working on accommodations like flash drives for families without Internet access and supports would be in place for students participating in the dual credit program at Clovis Community College.

Ms. Russ stated a more abbreviated, basic version of the Assurances/Remote Learning Plan would be made available on the District's website soon.

Mr. Cordova made a motion to approve the Reentry Assurances Document, Plan for Prioritizing Additional Instructional Time, & Local Plan for Remote Learning as presented. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Member Martin, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, yes. The motion carried unanimously.

C. Discussion of Clovis Municipal Schools' 2020 - 2021 Reentry Guidelines - Basic Framework & Comprehensive Reentry Plan

Ms. Russ briefly discussed the 2020 -2021 Reentry Guidelines - Basic Framework and the Comprehensive Reentry Plan with the Board. She stated that in June, the District formed committees to begin building the hybrid learning model. She explained Cohorts A & B, with students in A attending in-person on Mondays and Tuesdays; students in B on Thursdays and Fridays.

She indicated the first document, Reentry Guidelines, was the basic nuts and bolts of what school would look like under the hybrid model and that the document included the four types of learning models.

A question was raised by the Board as to whether students would be able to participate in activities regardless of their Cohort selection. Ms. Russ, stated yes.

Ms. Russ continued with the discussion highlighting the Comprehensive Reentry Plan. She reviewed the documents discussing the areas of the document as follows: Practicing Prevention, Transporting Students, District Safety & Hygiene Protocols, Health Services, Meals & Student Nutrition, Academics (Elementary, Middle School, High School, iAcademy & DAEP), Diagnostic Evaluation & Provision of Related Services, and Employee Guidance & Support.

In regards to transporting students, the District is working with the bus contractor and bus routes would be determined after Cohorts are finalized. In the area of safety and hygiene protocols, the District custodial staff would be working a day and night shift schedule so there would be a custodian in a building from 6:00 AM - 11:00 PM. When discussing meals, she said there would be a provision for meals regardless of the model the District was in and that we couldn't have students congregate in the cafeterias for meals.

The Board expressed their appreciation to the staff who worked diligently on the reentry documents. They also recognized the extensive amount of work and time that went into the creation of the plans for student reentry.

VII. ACADEMIC SERVICES - Mitzi Estes

***A. Consider Curricula**

https://drive.google.com/drive/folders/1UThhAgg52q9irDURwS68eedf6JnRU2Ol?usp=sharing

1. **Pre AP Algebra 1**
2. **Honors Algebra 2**
3. **High School Brass/Woodwind Ensemble**
4. **High School Piano Lab**

Ms. Estes presented the curricula for the Board's consideration. She stated Leigh Morris worked with the teachers to create the curricula and commended them on their work. There were no questions from the Board.

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

***B. Consider 2020 - 2021 Title IV - Student Support and Academic Enrichment (SSAE) Application**

Ms. Estes presented the 2020 - 2021 Title IV application and said Petie Davis worked diligently on the applications. There were no questions from the Board, but Ms. Osburn thanked Mr. Davis for a great application that included activities for students.

Mr. Martin made a motion to approve the 2020 - 2021 Title IV Application as presented. Mr. Hamilton seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Member Martin, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, yes. The motion carried unanimously.

VIII. EMPLOYEE SERVICES - Joe Strickland

A. Discussion of Board Policy Manual Introduction

***B. Consider Revisions to Board Policies**

1. **Board Policy B-2650/Policy Revision & Review**
2. **Board Policy D-1350/Revenues from Investments**

Mr. Strickland presented the corrections to Board Policies B-2650 and D-1350 and stated due to the language included in the Board Policy Manual Introduction, page 3, whenever the term *Superintendent* appears in the manual, it is to be interpreted as "Superintendent or a person designated by the Superintendent." He explained that at the last meeting the Board approved the revision to include this specific language in the policies; however, it is not necessary. Mr. Strickland requested the Board's approval to change the policies back to the original language.

Mr. Cordova made a motion to approve Board Policies B-2650 and D-1350 as presented. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Member Martin, yes; Secretary Hamilton, yes; Vice President Cordova, yes; and President Snider, yes. The motion carried unanimously.

IX. 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.

X. ANNOUNCEMENTS

Ms. Russ made the following announcements:

A. August 17 Classes Resume for 2020 - 2021 School Year
B. August 24 Pre-School & Kindergarten Classes Resume for 2020 - 2021 School Year
C. August 25 Regular Board of Education Meeting, Central Office Board Room, 1009 Main Street, 5:30 PM

XI. *ADJOURN

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

/s/ Shawn Hamilton — CLERK

/s/ Kyle Snider — PRESIDENT

DATE MINUTES TO BE APPROVED:
August 25, 2020