REGULAR MEETING OF THE BOARD OF EDUCATION
CLOVIS MUNICIPAL SCHOOLS
1009 Main Street
8/25/26
MINUTES

A regular meeting of the Board of Education was held on Tuesday, August 25, 2026 at 5:30 pm at the G.C. Ross Building, 1009 Main St., Clovis, New Mexico. School Board members present were: Shawn Hamilton, Board President; Terry Martin, Vice President; Cindy Osburn, Board Secretary; and Nick Wiegel, Board Member. Member Paul Cordova was absent. School personnel present were: Renee Russ, Superintendent; Carrie Nigreville, Deputy Superintendent of Academic Services; Mandy Carpenter, Deputy Superintendent of Employee Service; Kevin Summers, Deputy Superintendent of Operations, Technology, and Athletics; Heather Nieto, Senior Director of Finance. Additional individuals present were: Gena Wilkerson, Executive Administrative Assistant to the Superintendent, Brandon Boerio, Executive Director of Talent Management & Development, staff and members of the public.

I. CALL TO ORDER

President Hamilton called the meeting to order at 5:30 PM. A roll call was taken; President Hamilton; YES, Vice President Martin; YES, Secretary Osburn; YES, Member Cordova, ABSENT, Member Wiegel, YES. A quorum was present.

II. PLEDGE & SALUTE - Cindy Osburn

Ms. Osburn led those in attendance in the Pledge and Salute.

III. *CONSIDER APPROVAL OF AGENDA - 8/25/26

President Hamilton asked if there were any questions regarding the agenda for 8/25/26. Hearing none, he called for a motion to approve the agenda. Mr. Martin made a motion to approve the agenda for 8/25/26. Mr. Wiegel seconded the motion. The motion carried.

IV. *CONSIDER APPROVAL OF MINUTES - 7/28/26

President Hamilton asked if there were any questions regarding the minutes for 7/28/26. Hearing none, he called for a motion to approve the minutes. Mr. Wiegel made a motion to approve the minutes for 7/28/26. Mr. Martin seconded the motion. The motion carried.

V. *CONSENT AGENDA

These 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 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 Activity Report - June 2026
B. *Consider Check Summary Report - July 2026
C. *Consider Investment Report - July 2026
D. *Consider NMFA Investment Report - June 2026
E. *Consider Budget Adjustments (BARs) - August 2026

CLOVIS MUNICIPAL SCHOOLS

Budget Adjustment Request (BAR) Summary

For Board Meeting Dated August 25, 2026

BUDGET ADJUSTMENT APPROVED BY SUPERINTENDENT AND SENT TO PED BEFORE BOARD					
Increase - BAR's					
BAR Number			Fund Name	Fund #	Amount
1					
		Subtotal			$ -
Transfer BAR's - from one function to another					
BAR Number			Fund Name	Fund #	Amount
1					

		Subtotal			$ -
Maintenance BAR's - within the same function					
BAR Number			Fund Name	Fund #	Amount
1					
		Subtotal			$ -
Initial Budget - BAR's					
BAR Number			Fund Name	Fund #	Amount
1	012-000-2627	0002-IB	FY 27 Food Bridge Fund, 2025 1st Special Session HB 1 page 4 lines 19-23	29102	$ 500.00
		Subtotal			$ 500.00
Increase - BAR's					
BAR Number			Fund Name	Fund #	Amount
1	012-000-2627	0004-I	Private Dir Grants (Categorical)	29102	$ 500.00
2	012-000-2627	0005-I	REC/District Fiscal Agent	26107	$ 1,786,000.00
		Subtotal			$ 1,786,500.00
Decrease BAR's					
BAR Number			Fund Name	Fund #	Amount
1	012-000-2627	0003-D	27101 GOB Library	27107	$ (67,659.00)
		Subtotal			$ (67,659.00)
Transfer BAR's - from one function to another					
BAR Number			Fund Name	Fund #	Amount
1	012-000-2627	0007-T	Career Technical Education Program (Pilot)	27502	$ -
		Subtotal			$ -
Maintenance BAR's - within the same function					
BAR Number			Fund Name	Fund #	Amount
1	012-000-2627	0006-M	Career Technical Education Program (Pilot)	27502	$ -
2					
		Subtotal			$ -
		Total Budget Impact			$ 1,719,341.00

President Hamilton asked if there were any questions regarding the consent agenda. Hearing none, he called for a motion to approve the consent agenda. Ms. Osburn made a motion to approve the consent agenda. Mr. Martin seconded the motion. The motion carried.

VI. SUPERINTENDENT'S REPORT - Renee Russ

A. Cannon Air Force Update - Sara Williams

Superintendent Russ noted that Sara Williams was not in attendance and she moved to the next item.

B. Clovis High School (CHS) Student Update and Introductions

Superintendent Russ called upon student leaders to introduce themselves and address the Board.

Emily Gipson, Student Body President; Ezra Chinikidiadi, Senior Class President; and Quin Lucero, Freshman Class President, provided introductions to those in attendance.

The student representatives presented goals for the current year, noting a primary focus on increasing student engagement and campus morale. Throughout August, efforts were dedicated to coordinating Student Council initiatives. The Senior class has commenced their yearly traditions, including the painting of the bump, which features a "Curious George" theme for the current session. Scheduled activities for the coming weeks include RCA House Week, beginning after the Labor Day holiday. This event will highlight the high school's house system through spirit days, a pep rally, and various competitions involving both students and staff members.

Designated spirit days are as follows: Monday (Skip Day) in observance of Labor Day; Tuesday (Dress for the Wrong Occasion); Wednesday (House Day); Thursday (Tropical Attire); and Friday (Patriot Day) to commemorate 9/11.

Additional outreach to foster school spirit includes the development of informational signage for campus organizations, updated bulletin boards, and themed decor for the student section at athletic contests. The theme for the upcoming football game this Friday is "Lights On," designated as a white-out event.

Planning remains underway for Fall Homecoming. Festivities will include the traditional bonfire, a block party, a community parade, and a traveling pep rally to visit the district's elementary and middle schools. The celebration will conclude with a campus pep rally and the homecoming game, featuring the coronation of the King and Queen.

The 2026 Homecoming theme was announced as "Timeless and Legendary," with parade floats set to represent various historical periods, ranging from the 1920s to futuristic themes.

The representatives expressed gratitude to the Board for the opportunity to present.

Board members commended the students for their commitment to enhancing the school culture.

C. Recognize FCCLA National Award Winners - Amy Garcia

Isabel and Danexy provided an overview of the FCCLA National Leadership Conference held July 6-10. Eighteen students representing Clovis High and the Freshman Academy attended the session, participating in leadership workshops and general assemblies. Numerous students served as speakers or competed in the following STAR Events:

- Career Investigation
- Chapter in Review Display
- Entrepreneurship
- Focus on Children
- Hospitality, Tourism and Recreation
- Interior Design
- Job Interview
- Nutrition and Wellness
- Professional Presentation
- Sports and Nutrition

The district earned 3 Gold awards, with two students placing in the national top 10: 6th in Nutrition and Wellness and 8th in Professional Presentation. Additionally, students secured 12 Silver and 3 Bronze awards.

Recognition was also given to middle school participants who placed 4th, 5th, and 10th in Food Innovations and Say Yes to FCS categories.

The students thanked the Board for supporting their participation in these leadership opportunities.

The following students were recognized and shared personal highlights:

Isabel Sanchez - Silver - Hospitality, Tourism and Recreation

Olivia Forni - Gold - Job Interview

Danexy Gatica-Jijon - 6th in Nation - Gold - Nutrition & Wellness

Lalaine Jones - 10th in Nation - Gold - Say Yes to FCS

Quinneth Lucero - 4th in Nation - Gold - Say Yes to FCS

Evalene Connally - 8th in Nation - Gold - Professional Presentation

Ethan Weant - 5th in Nation - Gold - Food Innovation

Alisson Lugo - Silver - Focus on Children
Jellenie Granillo - Silver - Focus on Children

D. Recognize FFA Awards - Garrett Lee

Superintendent Russ invited Garrett Lee and the FFA students to speak. Noting the award winning fair projects that were displayed in the parking lot prior to the meeting.

Garrett Lee expressed appreciation to the Board for the opportunity to present and shared his pride in the students' recent accomplishments.
The team traveled to Oklahoma City for the National Land Contest, where they secured 11th place out of 102 competing teams. This achievement marks the highest ranking for a New Mexico team in many years.
Mr. Lee thanked the Board for permitting the display of physical projects in the parking lot, noting the scale and quality of workmanship produced within the shop environment.
During the State Convention, five members were awarded the State FFA Degree, the organization's highest state honor. This distinction is based on comprehensive record-keeping of Supervised Agricultural Experiences (SAEs), including livestock, welding, and speaking. The chapter also earned a Superior Chapter Rating.
Following the superior state rating, the chapter applied for national recognition and received a Three-Star Rating, the highest award from the national office. Only 4% of over 10,000 chapters nationwide achieved this status, with Clovis being one of only two in New Mexico.
Due to this national distinction, the chapter requested permission later in the proceedings to travel to the national convention to formally accept the award.
Results from the County Fair for livestock included: Presley Johnson, grand and reserve grand overall market hog; Sheyann Walker, first in class with a county-bred pig; Raul Galaviz, champion Wether Dam overall; and Kelsi Fish, champion overall market heifer and champion class 5 market steer.
Ag Mechanics results from the County Fair included: Luke Bowman, grand champion overall (welding trailer); Aeson Carling and Colton Boney, third overall (aluminum pen system); Kelci Fish, fourth overall (porch swing); Raul Galaviz, first in class (sheep feeder); Rafael Flores, first in class (layout table); and Isaac Corral, second in class (hanging feeder).
The chapter anticipates a rigorous schedule ahead, with plans to transport animals and projects to the State Fair in Albuquerque in the coming weeks.
In response to a Board inquiry regarding hog breeds, it was clarified that the grand overall was a dark cross, the reserve grand was a Hampshire, and the county-bred winner was a Berkshire. The Board commended the students for their hard work and remarkable rankings.

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

1. CHS FFA - National Competition in Indianapolis Indiana

Superintendent Russ noted the travel request is an action item.
President Hamilton asked if there were any questions regarding the travel request. Hearing none, he called for a motion. Mr. Martin made a motion to approve the travel request for FFA. Mr. Wiegel seconded the motion. The motion carried.

VII. ACADEMIC SERVICES MATTERS - Carrie Nigreville

A. Update - STARBASE

Deputy Superintendent Carrie Nigreville provided an update on the STARBASE program located at Cannon Air Force Base. STARBASE is a Department of Defense (DoD) initiative hosted on military installations designed to serve as an educational outreach program. The initiative aims to engage elementary students in science, technology, engineering, and math (STEM) curriculum. The Cannon STARBASE classroom is officially operational under the leadership of Director Dana Cooper and two staff instructors.
During the current school year, fifth-grade classes from all district Title I schools will attend the program for a five-day duration. Students will participate in 25 hours of hands-on instruction to cultivate interest in technical career paths. Learning activities include engagement with technology tools such as 3D printing and robotics coding. Instructional sessions are scheduled from 9:00 AM to 2:00 PM daily, with bus transportation provided from each school site. The district will facilitate student lunches, and Curry County has committed to reimbursing transportation costs.
Ms. Nigreville characterized this as a unique opportunity to expose students to military partnerships and technical fields. She noted that schools are also preparing applications for Purple Star status, with updates anticipated next month. Regular program updates will be provided throughout the year as classes rotate through the facility.
In response to board inquiry regarding participation for non-Title I schools, Ms. Nigreville clarified that while STARBASE serves multiple counties and prioritizes Title I scheduling, Director Cooper is supportive of filling open weeks with additional classes. She further noted that because classroom visits are just beginning—following initial teacher registration visits—starting earlier in subsequent years may allow for expanded classroom participation.
Regarding the facility location, it was confirmed that the physical classroom is situated on the military base.

B. Update - United Way "Stuff the Bus" Donation - Leigh Morris

Leigh Morris presented a series of slides featuring photographs that documented the extensive community contributions received during the United Way "Stuff the Bus" event.
Ms. Morris offered a summary of the initiative noting that the collection of educational materials is organized annually by United Way prior to the start of the new school year. Local contributions were dropped off at the instructional resource center (IRC),

where staff spent several days sorting through the volume of items to assemble specific supply kits for every campus in the district. Ms. Morris worked with staff to sort, package and deliver these supplies to all district locations.
School leadership received instructions to provide these resources to classrooms and students with identified needs, rather than storing the materials for future use. The Board was shown photos of the project to demonstrate the significance of local donations with the presenter noting the importance of highlighting such community-driven support efforts.

C. Introduce - 7th Grade Math Curriculum

Leigh Morris presented an overview of the proposed 7th-grade mathematics curriculum, highlighting strategic shifts. A primary objective involves preparing middle school students for Algebra 1 enrollment by their 8th-grade year, enabling them to secure high school credit prior to secondary transition. To facilitate this bridge, the curriculum has been redesigned to integrate significant 8th-grade standards. The approach establishes a rigorous academic base while maintaining focus on the 7th-grade competencies required for state assessment proficiency. The course structure allocates the initial semesters to primary 7th-grade concepts, transitioning to 8th-grade content in the latter half of the year. During this second phase, complementary 7th-grade skills are interwoven to ensure instructional continuity.
Following this introductory review, the Board will formally consider the curriculum for approval at the next board meeting. Ms. Morris indicated that the instructional framework will remain subject to year-end evaluation and refinement based on student performance.

D. *Consider - Elementary Curriculum

Ms. Morris referenced the previously introduced K-5 mathematics curriculum and recommended the framework for Board consideration.
Ms. Osburn expressed appreciation for the strategic integration of instructional models, such as Bloom's Taxonomy, within the curricular design.
President Hamilton called for a motion to approve the K-5 curriculum. Mr. Wiegel made a motion to approve the K-5 mathematics curriculum as presented. Ms. Osburn seconded the motion. The motion carried.

E. *Consider - K-12 Behavior Learning Matrix - Adam Martinez

Adam Martinez provided a summary regarding the development of the behavior learning matrix. He noted that his role as district discipline hearing officer involves overseeing student conduct across all campuses, which provided the necessary perspective to identify districtwide patterns and areas requiring revision. Mr. Martinez emphasized that the document resulted from a collaborative effort, beginning with a stakeholder meeting on July 8 that included parents, community members, and law enforcement. Following further review by district administrators on July 17, additional refinements were made based on their professional recommendations. Since the start of the academic year, administrators have implemented the matrix to address actual student situations. Mr. Martinez reported that feedback has been positive, with staff specifically appreciating the increased flexibility to address behaviors without immediately resorting to student removal. He clarified that the restorative approach maintains high standards for accountability and does not eliminate serious consequences for grievous actions; rather, it shifts the focus toward teaching students to repair harm and maintaining their connection to the educational environment. Mr. Martinez then stood for questions from the Board.
Board members noted that the development process appeared fair and thorough, incorporating significant stakeholder input.

President Hamilton called upon Jason Conn who had submitted a public comment card specific to the topic regarding the behavior learning matrix.

Mr. Conn expressed concerns regarding the proposed Behavior Learning Matrix, specifically the separation of assault and battery offenses. He noted that the consequence for a first battery offense against staff members, as listed on page 6, is limited to one to two days of out-of-school suspension. While supporting the principle of flexibility, Mr. Conn disagreed with lowering the severity of consequences for such grievous actions against district personnel and he expressed that he did not understand the separation of Assault/Battery from the previous Matrix to the proposed assault as an offense and battery as a separate offense.
Board members engaged in a discussion of this question.
Ms. Osburn asked for clarification from Adam Martinez about a police referral and consequences on a first offense. Mr. Martinez affirmed that a police referral would be expected, Mr. Hamilton then asked who determines if the offense rises to a police referral. Mr. Martinez affirmed that on a level 3 offense, administrative staff has been trained to do a police referral any time there is contact on a staff member during an offense.
Mr. Martinez clarified the distinction between assault and battery for the Board. He explained that assault involves no physical contact, whereas battery requires physical touch, making battery the more severe infraction. Consequently, battery of a staff member is designated a level-three offense, necessitating both a police referral and restorative consultation.
Regarding procedural requirements, Mr. Martinez noted that while administrative discretion allows for mediation in minor peer-to-peer disputes, campus administrators remain responsible for evaluating incident severity. He emphasized that under district protocols, law enforcement must be contacted in every instance where there is physical contact directed at a district employee.

Hearing no further discussion, President Hamilton called for a motion to approve the K-12 Behavior Learning Matrix. Ms. Osburn made a motion to approve the matrix as presented. Mr. Martin seconded the motion. A roll call vote was taken; President Hamilton; YES, Vice President Martin; YES, Secretary Osburn; YES, Member Cordova (ABSENT), Member Wiegel; YES. The motion carried.

VIII. EMPLOYEE SERVICES MATTERS - Mandy Carpenter

A. Discuss - Open Positions Report

Mandy Carpenter provided an overview of current staffing, noting that steady recruitment efforts have led to improved vacancy numbers. Districtwide general education vacancies currently total seven, with only four openings spanning pre-K through 12th grade and three specifically at the middle school level. Given the district's scale and initial seasonal requirements, these figures were characterized as a notable success. The Board was informed that all fall coaching roles are fully staffed. The remaining vacancies cited in the documentation pertain to winter and spring programs and do not impact immediate athletic schedules. Furthermore, a new athletic trainer is slated to begin service on September 16th to oversee student safety. Turning to departmental objectives, Ms. Carpenter updated the Board on the substitute pool, noting that the department will shift its primary focus in September toward replenishing these ranks following the successful onboarding of permanent faculty. Upcoming workshops are scheduled to facilitate community involvement and service. This initiative is designed to ensure consistent campus support and foster stronger community ties with the municipal schools. Ms. Carpenter concluded by noting that while the general staffing outlook remains positive, targeted recruitment continues for educational assistants, special education roles, and specific highly specialized positions.

B. Community Connection Hub Preview

Public Relations Specialist Sarah Brooks presented an overview of the Community Connection Hub, a digital interface currently being developed to enhance engagement with the public. The platform is intended to offer a streamlined, centralized point of contact for families, staff, and community members to route inquiries, feedback, and concerns to the appropriate district departments.

Key Components of the Platform

Inquiries and Concerns: This module assists community members who are uncertain regarding which department to contact. Each submission is assigned a unique case number and is automatically directed to the relevant office for efficient resolution.

- **Wildcat Recognition**: A dedicated feature enabling families, staff, and community partners to formally acknowledge individuals or groups for exceptional service or achievements within the district.
  Ms. Brooks further detailed the Wildcat Recognition feature, emphasizing its utility in documenting the positive contributions of local students and staff. She noted that this tool provides a significant opportunity to celebrate excellence across all district sites, analogous to the student successes recognized earlier in the proceedings. This component will ensure that community-based success stories are documented and shared throughout the school system.
- **Community Information**: A portal where non-profit organizations may upload informational flyers concerning student-centered opportunities and services.
- **Emergency and Safety Protocols**
  The hub is designed to prevent the reporting of critical safety issues via online forms. The system includes a mandatory safety inquiry; affirmative responses trigger immediate instructions for the user to contact emergency responders or law enforcement. Urgent district-wide notifications during active incidents will continue to be disseminated through established channels, such as website banners, SMS alerts, and official media releases.
- **Operational Advantages**
  Staff will analyze submission trends to identify and proactively address recurring community concerns. The platform functions as a concierge service, aggregating user input into a central tracking log for administrative oversight.
- **Project Timeline**: Internal coordination and system routing protocols are being finalized. The anticipated launch for the hub is within the next four to six weeks.

Member Martin inquired regarding the user experience and expected response times. Ms. Brooks explained that every inquiry is assigned a unique case number, and users receive an immediate confirmation upon submission. Response times will vary based on the complexity of the matter; simple inquiries may be addressed quickly, while more complex issues are routed for departmental review based on the information submitted on the form. The software tracks case status and triggers staff reminders if a submission remains pending after two weeks, ensuring that all public inquiries are addressed. Staff may also access the complete history of a case to provide real-time updates.

Mr. Martin requested clarification on the emergency triangle icon and asked whether the platform would provide real-time updates for parents during active safety incidents. Superintendent Russ clarified that existing protocols involve a coordinated effort to broadcast urgent information through website alerts, SMS notifications to households, and formal press releases to maintain immediate communication.

Ms. Brooks reiterated that the platform is specifically designed to discourage the reporting of critical safety threats through digital forms. She emphasized that imminent dangers should be reported directly to law enforcement or first responders without delay.

Mr. Martin concurred, noting the importance of directing time-sensitive safety reports to emergency agencies rather than administrative channels.

Ms. Brooks added that the interface includes a mandatory safety prompt prior to submission. If an urgent risk is identified, the system immediately directs the user to contact 911 or local police, preventing critical information from being delayed.

Board members acknowledged the necessity of these safety protocols and expressed appreciation for the efforts to provide this type of resource to families and the community.

C. Update - Los Niños - Ana Salazar

Ana Salazar, Director of the Los Niños Child Development Center, introduced herself and invited her staff to address the Board. She introduced her teaching team, noting the wealth of experience they bring: Jennifer Montoya and Shauna Mahaney, who both

have nearly two decades of preschool experience, alongside Katherine Ortiz and Cassidy Rubio, who support the one- and two-year-old classrooms.
Ana shared that the facility officially opened on July 30th to serve children of district employees and long-term substitutes, and they are already supporting 55 children. The center's initial focus has been on establishing structure and routine for these young students. The team is implementing the Frog Street curriculum, with a strong emphasis on social-emotional development, helping students learn to express their needs and build confidence through creative projects like self-portraits.
Looking ahead, the center is currently awaiting its final operating license and is working toward achieving a five-star rating through the state's FOCUS system by December. Ana concluded the presentation by inviting the Board and community members to the official ribbon-cutting ceremony on September 1st at 10:00 AM, where guests can enjoy a performance by the CHS band and tour the classrooms. Board members expressed their appreciation for the team's commitment to the Los Niños project.

IX. FINANCIAL MATTERS - Heather Nieto

A. Discuss - 4th Quarterly Cash Report

Heather Nieto, Senior Director of Finance, presented the fourth-quarter cash report for the fiscal period concluding June 30, 2026. The district ended the year with a reconciled cash total of approximately $37.1 million. Operational cash was recorded at approximately $12.5 million prior to temporary interfund loans, which adjusted the balance to $10.1 million. These adjustments were attributed to reimbursement timing, specifically June requests received in July. The beginning cash balance was $46.8 million, with annual revenues totaling $134 million and expenditures reaching $144 million. This resulted in a net cash decrease of $9.7 million, or approximately 20%.
Ms. Nieto detailed several factors contributing to the expenditures exceeding recognized revenues. These included mandated salary increases of 4% for the current year and 3% for the prior year, as well as health insurance premiums that have consistently risen by 9% to 10% annually. Liability insurance costs have also seen steady increases. Additionally, the district implemented new finance and human resources software, a transition Ms. Nieto noted would improve long-term efficiency once fully mastered. Other factors included the exhaustion of federal funds nearing their expiration and the timing of reimbursement-based revenues.
Ms. Nieto also highlighted the impact of the 80/20 insurance contribution requirement effective July 1, noting that the district incurred associated costs during summer payroll cycles ending June 30. Despite the decrease, she confirmed that the cash report reconciles with bank and investment accounts and that the district maintains a positive cash position with targeted operational reserves. The Finance Department will continue to monitor reimbursement schedules and restricted fund balances. Ms. Nieto then stood for questions.
Ms. Osburn inquired about the reliability of state funding for mandated raises and insurance costs. Ms. Nieto expressed skepticism, citing a notification that the state funding unit value might be reduced. Ms. Osburn attributed potential unit value reductions to reporting delays from other districts. Ms. Nieto concurred, noting that the impact of such a reduction would be significant. Regarding the timeline for updates, Ms. Nieto indicated that the State School Board Association should be informed, adding that while the state typically reviews figures in November with notifications in early spring, an earlier resolution would allow for more effective planning. She also noted that open enrollment this fall might see increased participation due to the 80/20 insurance change.

President Hamilton invited further questions and expressed appreciation for the department's fiscal management.

Building on this, Superintendent Russ added that Academic and Employee Services are collaborating to review master schedules and optimize staffing levels in core content areas.

In response to a board inquiry regarding the "capture back" process, it was noted that such discussions occur frequently during legislative sessions. Terry Martin recalled similar instances during previous administrations. Superintendent Russ emphasized that the district has reached a point of equilibrium after completing several facility master plan goals, such as the opening of Los Niños. Future priorities include the Cameo project and high school redesign using bond funds, underscoring the necessity of the Capital Improvement Act. The administration remains focused on identifying areas for fiscal conservation.
Board members thanked the staff for their work, and the presentation concluded.

B. *Consider - Disposal of Technology Items

C. *Consider - Disposal of Chromebooks Pallet

Ms. Nieto asked if the board would consider taking item B & C together as consideration items. President Hamilton stated he would entertain a motion. Mr. Martin made a motion to consider both items for disposal. Ms. Osburn seconded the motion. The motion carried.

D. *Consider - Permanent Cash Transfer

Heather Nieto moved on to present a request for a permanent cash transfer in the amount of $79,325.17. The funds will be moved from the Early Childhood Education and Care (ECED) fund 28208, which holds surplus revenue from the summer lunch program, into the food service fund 21000.
The transfer addresses a procurement finding identified by CN Resource during a review of student nutrition purchases for the 2024-2025 cycle. The audit determined that transactions with National Restaurant Supply did not satisfy federal competitive procurement standards for cooperative agreements. Consequently, the district is required to reimburse the federal food service fund using non-federal sources.

Upon Board approval, the request and supporting documentation will be submitted to the Public Education Department (PED) for authorization. A journal entry will follow approval. Ms. Nieto noted that the action will not alter overall cash balances as the funds are already held by the district.

To prevent future findings, the district has strengthened procurement protocols to include documented cost analyses, as mandated by the USDA, and the requirement of competitive quotes even when utilizing established cooperatives. Additionally, the Chief Procurement Officer (CPO) will conduct comprehensive reviews and enhance contract monitoring. Ms. Nieto clarified that while the district has historically utilized CES cooperative contracts without issue, the current state-contracted auditors are enforcing federal requirements that many districts are currently navigating.

Mr. Hamilton inquired if this was a new finding despite consistent practices. Ms. Nieto confirmed the district had not received this finding previously, noting that the state hired an out-of-state auditing firm, CRN Resource, to review USDA federal funding.

Ms. Osburn observed that the purpose of cooperative education is to handle such technical bidding processes on behalf of the district, and she asked if the finding stemmed from a federal or state rule. Ms. Nieto clarified that it is a federal rule; the auditors are currently enforcing a 2015 federal directive that had not been previously cited by district auditors or legal counsel.

President Hamilton asked if there were further questions. Hearing none, he called for a motion to approve the permanent cash transfer.

Ms. Osburn made a motion to approve the permanent cash transfer request. Mr. Wiegel seconded the motion. The motion carried.

X. PUBLIC COMMENT (Per Board Policy B-2150 Public Participation at Board Meetings)

Superintendent Russ clarified that the current agenda item pertains to public comments unrelated to specific consideration items. President Hamilton acknowledged the procedural clarification and asked the clerk if there were any additional comment cards submitted. The clerk responded that no additional cards were submitted. Ms. Russ then moved on to the announcements.

XI. ANNOUNCEMENTS

September 7	**Labor Day - No School & District Offices are Closed**
September 15	**NMSBA 2026 Fall Region V Meeting, Portales Jr. High, 5:30 PM**
September 22	**Regular Board of Education Meeting, G.C. Ross Administration Office Board Room, 5:30 PM**

XII. *ADJOURN

President Hamilton asked if there were any additional questions. Hearing none, he called for a motion. Mr. Martin made a motion to adjourn the meeting. Mr. Wiegel seconded the motion. The motion carried.
The meeting adjourned at 6:39 PM.

Cindy Osburn

CLERK

PRESIDENT

DATE MINUTES TO BE APPROVED

9/22/26