REGULAR MEETING OF THE BOARD OF EDUCATION - HYBRID MODE
CLOVIS MUNICIPAL SCHOOLS
1009 Main Street
November 16, 2021

A regular meeting of the Board of Education was held in hybrid mode (in-person & via Zoom), on Tuesday, November 16, 2021. School Board members present (in-person) were: Shawn Hamilton, Vice President; Terry Martin, Secretary; Cindy Osburn, Member; and Kyle Snider, Member. Paul Cordova, President, joined the meeting telephonically. School personnel present (in-person) were Renee Russ, Superintendent; Joe Strickland, Deputy Superintendent of Employee Services; Shawna Russell, Deputy Superintendent of Finance; and John King, Deputy Director of Operations. Mitzi Estes, Deputy Superintendent of Academic Services & Leadership, was unable to attend. 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
https://us02web.zoom.us/j/87080697836?pwd=ZDFBeW1vQUFUQVBrblZlYjRvVWhTZz09

Meeting ID: 870 8069 7836
Passcode: 291452
One tap mobile
+12532158782,,87080697836#,,,,*291452# US (Tacoma)
+13462487799,,87080697836#,,,,*291452# US (Houston)

Dial by your location
+1 253 215 8782 US (Tacoma)
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Meeting ID: 870 8069 7836
Passcode: 291452
Find your local number: https://us02web.zoom.us/u/kvwdFJt1E

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
Due to Mr. Cordova was joining the meeting telephonically, Mr. Hamilton chaired the meeting. Mr. Hamilton called the meeting to order at 5:30 PM. A quorum of the Board was present.

II. PLEDGE AND SALUTE – Kyle Snider
Mr. Snider led those present in the pledge and flag salute.

III. *CONSIDER APPROVAL OF MINUTES - October 26, 2021 Meeting
Mr. Martin made a motion to approve the October 26, 2021 meeting minutes as presented. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Snider, yes; Member Osburn, yes; Secretary Martin, yes; Vice President Hamilton, yes; and President Cordova, yes. The motion carried unanimously.

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

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

VI. *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 - October
B. Consider Activity Report - September
C. Consider Revised Activity Report - August
D. Consider Student Nutrition Report - October
E. Consider Investment Report - October
F. Consider Budget & Expenditure Report - September
G. Consider Revenue Report - September
H. Consider Budget Adjustments

012-000-2122-0015-IB	CRRSA, ESSER III	24330	$ 16,446,517.00
012-000-2122-0014-IB	ROTC	25200	$ 2,760.00
012-000-2122-0013-I	CMS FOUNDATION	26184	$ 21,532.00
012-000-2122-0018-T	ENLACE	26103	$ -
012-000-2122-0016-T	MIGRANT CHILDREN EDUCATION	24103	$ -
012-000-2122-0024-T	STUDENT SUPPORT & ACAD ACHIEVE	24189	
012-000-2122-0011-M	IMPACT AID - SPECIAL EDUCATION	25145	$ -
012-000-2122-0010-M	MEDICAID	25153	
012-000-2122-0021-M	ENLACE	26103	
012-000-2122-0020-M	ENLACE	26103	

012-000-2122-0019-M	ENLACE	26103	
012-000-2122-0022-M	STUDENT SUPPORT & ACAD ACHIEVE	24189	
012-000-2122-0025-M	MIGRANT REGIONAL RECRUITING	24187	

I. Consider RFPs

1. RFP 2021-202 Fire Alarm Monitoring Services

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

2. RFP 2021-201 Safe Schools Planning and Training

A recommendation was made for non-renewal of the contract with Facility Engineering Associates, P.C. as shown in the attachments provided to the Board.

3. RFP 2021-205 Special Education Contract Teachers

A recommendation was made to renew the contract with Therapia Staff, LLC, The Stepping Stones Group, and Maxim Healthcare Staffing as shown in the attachments provided to the Board. This item was on the Board meeting agenda last month; however, the recommendation to renew listed incorrect vendors. The RFP was re-presented to the Board for consideration with the correct vendors listed.

4. RFP 1819-205 Online Assessment Platform and Item Bank

A recommendation was made for non-renewal of the contract with Five-Star Technology Solutions-Pivot because the company is no longer in the testing capacity.

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

VII. SUPERINTENDENT'S REPORT – Renee Russ

A. Cannon Air Force Base Update – Sara Williams

Ms. Williams was unable to attend the meeting due to her attendance at the Soccer Banquet.

VIII. ACADEMIC SERVICES - Mitzi Estes

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

Ms. Nigreville introduced Nikki Hahn, Principal of Cameo Elementary School, to speak to the Board regarding her experiences with the University of Virginia program.

Ms. Hahn stated, "As an educator for over 18 years in Clovis with 12 of those years in a leadership role, I have attended several professional developments, book studies, and programs but the UVA program has afforded me a unique opportunity. When I was asked to speak to you this evening I reflected on the differences between past leadership programs I have been a part of and UVA. Most professional developments are a "quick fix", a presentation for a program to purchase, or a system to put into place that is a one-size-fits-all problem solver. But the University of Virginia has created something different that will endure for me. I found 5 big differences in my past studies and the UVA program:

1. First, past presentations have always made me realize I have so much more to learn when the session is over, I am frantically ordering books, enrolling in future sessions, or finding others who have experience – but UVA has helped me understand that as an educator, life-long learning that is consistent is essential for growth as an individual, even when situations are difficult (like the past two years). I learned when difficult situations arise, we can always learn something new from them.
2. The second difference is from a conference I attended that taught me how collaborating with others is important. Sharing ideas always brings about growth, what they failed to mention is you need the participation of your peers in order to collaborate! – but UVA has given me the necessary time to collaborate with others who are willing (key!) and have similar school issues and concerns. Collaboration with participation is critical for achieving excellence.
3. Third, a professional development I attended taught me that differentiation is crucial when there is a gap in learning and gave me suggestions on ways to differentiate instruction for my students to help them bridge the gap – but UVA has helped me realize as a learner, if you don't understand where I am to begin with and start there, nothing you teach me will bring about any type of lasting change.
4. Fourth, I was taught about a mentoring program and how it is a useful tool for both the mentor and the mentee. That mentors guide and direct, mentees listen and respond. I was not told this only happens in a perfection bubble but I still came away with excitement regarding mentors – but UVA has actually given me a district mentor that meets with me weekly and holds me and my school accountable for short term and long term goals that I have set. She has experience and knowledge that she is always willing to share. She encourages me to be a better version of myself.
5. Fifth and lastly, many conferences tout experts in the field and those experts are a wealth of information. Most conferences had at least one presenter that I gleaned great information from – but UVA has provided not only district support, but state professionals, and national experts to work directly with me so my school has access to relevant and timely knowledge.

In closing, the most surprising lesson I have learned so far is that leading is not so much about other people but knowledge about yourself, your strengths, your weaknesses, and how to move an organization forward. I am grateful to Clovis Schools for the opportunity to be a part of this program."

***B. Consider Addition of Kindergarten & 1st Grade to Existing 2nd - 12th Grades at the iAcademy**

In Ms. Estes' absence, Mr. Strickland presented the proposed addition of two grade levels at the iAcademy, as outlined in the *Application for Establishing, Reorganizing, or Closing Schools*. He explained that the District was in remote instruction last year and this year we consolidated at the iAcademy; however, it was only grades 2-12. The proposed reorganization was to add Kindergarten and 1st grade at the iAcademy in order to serve a broader range of students.

Mr. Martin made a motion to approve the addition of Kindergarten and 1st grade to the existing 2-12 grades at the iAcademy as presented. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Snider, yes; Member Osburn, yes; Secretary Martin, yes; Vice President Hamilton, yes; and President Cordova, yes. The motion carried unanimously.

IX. EMPLOYEE SERVICES - Joe Strickland

***A. Consider Revisions to Board Policy**

1. Board Policy J-6950/Student Fees, Fines, and Charges

Mr. Strickland presented the revisions to Board Policy J-6950, which included the deletion of previous language and the insertion of new language to align with our Policy Services recommendations. He indicated the Policy provides for more latitude.

Mr. Martin made a motion to approve Board Policy J-6950 as presented. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Snider, yes; Member Osburn, yes; Secretary Martin, yes; Vice President Hamilton, yes; and President Cordova, yes. The motion carried unanimously.

2. Board Policy G-3200/Professional Staff Vacations and Holidays
a. Board Regulation G-7511/Support Staff Vacations and Holidays

Mr. Strickland presented the revisions to Board Policy J-6950 and the Regulation, which aligns with the change Ms. Russell presented last month regarding the increase in the number of vacation days that could be carried over from one fiscal year to the next.

Mr. Martin made a motion to approve Board Policy G-3200 and the accompanying Regulation as presented. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Snider, yes; Member Osburn, yes; Secretary Martin, yes; Vice President Hamilton, yes; and President Cordova, yes. The motion carried unanimously.

X. FINANCIAL MATTERS - Shawna Russell

A. COVID Update - Loran Hill/"Test-to-Stay" Program - Krystal Gutierrez

Mr. Hill provided a COVID update for the Board and highlighted the following areas: Number of Cases; Positives plus Quarantined Close Contacts; Absence Rate in Percentage of Total Campus Enrollment (Staff + Students); Staff Vaccination Rate (68%); and Student Vaccination Rate (16.4%).

Ms. Gutierrez provided the Board with an update on the Test to Stay program, which is a new, modified quarantine program that allows students who have been identified as a close contact at school, to continue attending school, by being tested at the Clovis Schools Drive-Thru Testing Site on days 1, 3, and 5 after exposure. The Testing Site would be located at the Yucca Middle School Football Field Parking Lot. Test to Stay is a voluntary program.

***B. Consider Revised Request to Increase Vacation Carryover**

Ms. Russell presented a revised request to increase the number of vacation carryover days. She clarified information from the Educational Retirement Board and Retiree Healthcare Board and requested permission for 12-month employees to carry over thirty-one (31) days of vacation, which would be paid out in one lump sum upon their resignation or retirement. She indicated vacation payouts of 30 days or less are subject to both Retirement and Retiree Healthcare premiums for both the employee and employer; however payouts of more than 30 days are not subject to the premiums. The change would be effective as of November 1, 2021.

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

***C. Consider Purchase & Sale Agreement Between Clovis Municipal Schools & Community Development Institute Head Start – Properties on Sheldon & Wallace Streets**

Mr. King presented, for the Board's consideration, the Purchase & Sale Agreement between Clovis Schools and Community Development Institute (CDI) Head Start for the properties on Sheldon and Wallace Streets. He stated the real property sale, which required the State Board of Finance's (SBOF) approval, closed without fully satisfying all the conditions for approval.

He indicated, currently, CDI and the SBOF are reviewing the Purchase & Sale Agreement and may have proposed changes. He requested the Board's consideration and approval, substantially, in the form that it is currently written provided any changes made do not alter any of the basic terms or conditions of the Agreement.

Mr. King clarified that upon receipt of the final Purchase & Sale Agreement from our attorney, we are requesting the Board authorize either the Board President or Superintendent to enter into the Agreement and sign the document.

Ms. Osburn made a motion to approve the Purchase & Sale Agreement between Clovis School and the Community Development Institute as presented provided any changes do not alter any of the basic terms or conditions of the Agreement. Mr. Martin seconded the motion. A roll call vote was taken as follows: Member Snider, yes; Member Osburn, yes; Secretary Martin, yes; Vice President Hamilton, yes; and President Cordova, yes. The motion carried unanimously.

D. Discussion of 2022 - 2023 Membership Projections

Ms. Russell presented the membership projections for the 2022 - 2023 school year. According to the projections, the total membership was 7,323, total FTE – 7,190.50, total Special Education ED A/B membership – 1,376, and total Special ED Ancillary FTE – 40.95. The Membership Projections report included grade level, regular, 3Y, 4Y, C Level, D Level, and the total membership by school location. Ms. Russell indicated the report is in anticipation of next school year and giving the Public Education Department (PED) an idea of what we think our membership is going to be. She also stated we anticipate another decrease in student enrollment and if the numbers increase, the PED would fund on actual 80th & 120th day numbers.

E. Discussion of Teacher Cost Index (TCI) Report - October 2021

Ms. Russell presented the Teacher Cost Index (TCI) Report and stated last year was the last time to do the Teacher & Experience (T&E), which included all the Related Service Providers along with the teachers. This is the first year it is based solely on teacher count. The numbers have dropped significantly from 1.056 to 1.028, which is approximately $500,000; just based on the TCI. The District has numerous (141) Level I teachers, which hurts the TCI until they are at a Level II, which is at approximately the 10-year range.

XI. STAFF REPORTS

A. Employee Services Report

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

XII. ANNOUNCEMENTS

Ms. Russ made the following announcements:

A. November 22 - 26	**Thanksgiving Holiday - No School for Students**
B. November 24 - 26	**Thanksgiving Holiday - Administrative Offices Closed**
C. December 3 - 4	**NM School Boards Association Annual Convention - ABQ**
D. December 14	**Regular Board of Education Meeting - Hybrid, 5:30 PM**
E. December 20 - Jan 7	**Holiday Break - No School for Students**
F. December 21 - 31	**Holiday Break - Administrative Offices Closed**

XIII. *RECESS INTO EXECUTIVE SESSION PURSUANT TO NMSA 10-15-1-H(2) SUBJECT TO LIMITED PERSONNEL MATTERS TO DISCUSS THE SUPERINTENDENT'S SUMMATIVE EVALUATION & CONTRACT (Roll Call)

Mr. Martin made a motion to recess into Executive Session at 6:04 PM pursuant to NMSA 10-15-1-H(2) subject to limited personnel matters to discuss the Superintendent's summative evaluation and contract. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Snider, yes; Member Osburn, yes; Secretary Martin, yes; Vice President Hamilton, yes; and President Cordova, yes. The motion carried unanimously.

XIV. *RECONVENE FROM EXECUTIVE SESSION (Roll Call)

Mr. Martin made a motion to reconvene at 7:11 PM from Executive Session where only the items listed were discussed. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member

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

XV. *CONSIDER SUPERINTENDENT'S CONTRACT (Roll Call)

Ms. Osburn made a motion to extend Ms. Russ's contract to June 30, 2025, 5% salary increase, and to allow 31 days of vacation to be carried over as was revised per Board Policy. Mr. Martin seconded the motion. A roll call vote was taken as follows: Member Snider, yes; Member Osburn, yes; Secretary Martin, yes; Vice President Hamilton, yes; and President Cordova, yes. The motion carried unanimously. Following the vote, Mr. Hamilton made a comment regarding salaries and to expect more to come for all employees.

XVI. *ADJOURN

Mr. Snider made a motion to adjourn the meeting at 7:15 PM. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Snider, yes; Member Osburn, yes; Secretary Martin, yes; Vice President Hamilton, yes; and President Cordova, yes. The motion carried unanimously.

/s/ Terry Martin — CLERK

/s/ Paul Cordova — PRESIDENT

DATE MINUTES TO BE APPROVED:
December 14, 2021