REGULAR MEETING OF THE BOARD OF EDUCATION
CLOVIS MUNICIPAL SCHOOLS
1009 Main Street
September 22, 2020

A regular meeting of the Board of Education was held virtually, via Zoom, on Tuesday, September 22, 2020. School Board members present were: Paul Cordova, Vice President; Shawn Hamilton, Secretary; Terry Martin, Member; and Cindy Osburn, Member. Kyle Snider, President, was 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 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 September Board meeting will be a virtual meeting. Agenda items requiring Board action will be voted on by roll call.

Join Zoom Meeting
https://us02web.zoom.us/j/88109989913?pwd=L2U5Uno1U3drMlhyMXB6dC9RRUM0dz09

Meeting ID: 881 0998 9913
Passcode: 312911

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. Cordova called the meeting to order at 5:30 PM. A quorum of the Board was present.

II. *CONSIDER APPROVAL OF MINUTES - August 25, 2020 Meetings
Mr. Hamilton made a motion to approve the August 25, 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; and Vice President Cordova, yes. The motion carried unanimously.

III. *CONSIDER APPROVAL OF AGENDA
Ms. Osburn made a motion to amend the agenda with the removal of items VIII, B & C. Mr. Martin seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Member Martin, yes; Secretary Hamilton, yes; and Vice President Cordova, yes. The motion carried unanimously.

Mr. Hamilton made a motion to approve the amended 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; and Vice President Cordova, yes. The motion carried unanimously.

IV. OPEN FORUM
One speaker registration cards was submitted to speak under the Open Forum section of the agenda. Amanda Ziegler addressed the Board regarding remote learning concerns. Ms. Ziegler indicated her children attend Zia Elementary School and she had selected Cohort C, which was online only instruction. However, she said it was her understanding Cohort C teachers would only be teaching that Cohort, but that wasn't the situation due to teachers needing to teach another Cohort. Her concerns were how her children would be able to get the same instruction as students who were attending in-person.

Mr. Cordova stated he understood Ms. Ziegler's concerns as a parent himself. He explained that each week things are changing as the District attempts to move forward, but the District is doing everything we can to deal with the situation.

Ms. Russ also stated the District is doing our best to create as little disruption and that readjustments of staff occur each year with the need to balance classrooms. She said, "Our challenge this year has been far greater, given the circumstances."

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

012-000-2021-0004I	Student Support Academic	24189	$179,420.00
012-000-2021-0005-D	Pupil Transportation	13000	$ (95,890.00)
012-000-2021-0008-D	NM Grown FVV	27183	$ (2,543.00)

012-000-2021-0009-I	GOB LIBRARY	27107	$ 11,658.00
012-000-2021-0011-I	PRESCHOOL IDEA B	24109	$ 73,955.00
012-000-2021-0012-D	OPERATIONAL	11000	$ (5,020,663.00)
012-000-2021-0010-M	MEDICAID	25153	$ -
012-000-2021-0013-M	TEACHER/PRINCIPAL TRAINING	24154	

H. Consider RFP
1. RFP 1819-205 Online Assessment Platform and Item Bank
A recommendation was made to renew the contract with Five-Star Technology Solutions: Pivot as

shown in the attachments provided to the Board.

Mr. Hamilton made a motion to approve the Consent 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; and Vice President Cordova, yes. The motion carried unanimously.

VI. SUPERINTENDENT'S REPORT – Renee Russ

A. Cannon Air Force Base Update – Sara Williams

Ms. Williams indicated she did not have an updated this evening, but Cannon was looking forward to the Hybrid Mode and Cohorts for students to return to in-person learning. She also expressed appreciation for the District's answers to questions and concerns.

*B. Consider Renaming the Clovis Municipal Schools - Administration Building to Clovis Municipal Schools - G.C. Ross Administration Building

Ms. Russ presented the renaming of the Clovis Municipal Schools Administration Building to the G.C. Ross Administration Building and stated, "The community lost one of its greatest, long-time residents - Mr. G.C. Ross, who moved through the ranks as a CMS employee - ultimately serving in the role of Superintendent of Schools. He left a legacy of positive contributions over decades of service to this school district both through his impact and influence over instructional programs, but maybe even more importantly, by his admirable example of leadership, service, and doing right by all employees. The "Great Chief" carried himself with the highest level of professionalism and always treated others with kindness and respect, regardless of their position in the district. His leadership was also continuously driven from a place of doing the best for CMS students. Mr. Ross was revered by many. He set the bar high and was a living example of what it should mean to be a leader in Clovis Municipal Schools. We would be hard pressed to find anyone better than G.C. Ross to emulate and shape ourselves after as leaders and educators in this district. It is for that reason that I am bringing for your consideration a request on behalf of myself and my Cabinet members to rename our Central Office building to: Clovis Municipal Schools - G.C. Ross Administrative Building."

Ms. Russ also mentioned it was her understanding from visiting with Deputy Director King that this would not be difficult to accomplish as we have no financial ties or obligations with this building that would prohibit the Board from taking immediate action on renaming the Central Office building.

Ms. Osburn made a motion to approve renaming the Clovis Municipal Schools Administration Building to the Clovis Municipal Schools G.C. Ross Administration Building as presented. Mr. Hamilton seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Member Martin, yes; Secretary Hamilton, yes; and Vice President Cordova, yes. The motion carried unanimously.

C. COVID Update

Ms. Russ provided the Board with the following COVID update:

- 7,783 enrolled; 188 Pre-K; 349 with 10+ absences (EOY 2019-20 2019 7,637; 40th 7,745 + Pre-K)
- We have fewer in Pre-K and Kinder and feel this is where the majority of the difference in count comes from.
- Loss of 200 students equates to about $1 million in SEG funding - so you can see why we've had to stretch our staff as far as possible due to this uncertainty. However, we continue to have fewer openings in the district than we've experienced for several years
- New enrollments this year: 1,140
- Withdrawals: 77 Homeschool; 283 Moved out of state; 42 Private School; 20 Online Programs
- >95+% engagement daily across the district
- Campus preparation to enter Hybrid grades Pre-K to 5th next week
- Traffic flow, fountains covered, furniture arrangements and routines to promote social distancing
- Principals are leading staff through "rehearsals" (dropoff, pickup, scenarios, etc.)
- PPE inventory (258,000 disposable masks on hand; still expecting cloth masks from NMPED; in the meantime we have provided 1 per employee and students are being asked to provide two as part of supply list) Also: hand sanitizer, foggers have been purchased, disinfectants, gowns, shields
- In addition to our own COVID-safe training employees participated in via Safe Schools, we all additionally participated in training required by NMPED
- Daily symptom screening processes update (employees, students)
  - Employees are responding to online screening questionnaire pertaining to COVID symptoms daily
  - CDC no longer recommends temperature screening for students because the symptoms displayed in children don't typically include fever. Additionally, there are privacy concerns for students who are directed to isolation areas upon arrival to school. Therefore, we are moving away from our prior plans to take student temperatures upon arrival.
  - Parents are being asked to screen their children for COVID symptoms and keep children with any symptoms home
- New Requirements - just within past couple of weeks
  - Surveillance - 5% of total staff at every campus; district-level staff are being assigned to an elementary site to be included into the total count at campuses. Taking volunteers first, then random selection if slots cannot be filled with volunteers. Formalizing a process to offer hesitant employees the opportunity to postpone being tested or to receive accommodations that would no longer require them to participate in the mandatory testing
  - HVAC Filters ($500,000/year) - must make changes due to size of particles that can pass through (dampers, continuous use of fans)
  - Roster limits continue at 50% of registered students
  - Masks only - for staff and students
- COVID counts - CMS
  - 0 staff w/COVID currently; 2 since August 3rd who had never been on campus,15 employees currently on quarantine list for exposure or out of state travel; 0 students on campus
- Reminder of how our teams have followed guidelines, use of Cohorts in Departments, etc. has helped us avoid loss of large groups of employees at once in a building or department. For example, districts and campus office staff have divided into A and B Cohorts, are cross-training and identifying backup personnel in the event of prolonged absences of employees
- So important to continue to follow our own processes and procedures to avoid widespread cases in the district.

In closing, Ms. Russ stated, "This week Colonel Masaitis shared some of the processes that have proven to support low spread in the daycare settings CAFB created to support servicemembers with school-age children. Our COVID-safe processes mirror much of what he sent and we want to reassure our community that we are prepared to implement our plans as our elementary students return next week." Ms. Russ also shared some "Glows & Grows" from our teachers.

VII. ACADEMIC SERVICES - Mitzi Estes

A. National Math & Science Initiative (NMSI) Update – Jay Brady & Annetta Hadley

Mr. Brady and Ms. Hadley updated the Board on the National Math and Science Initiative (NMSI), which is a program, funded by the Department of Defense, which provided Clovis High School with over

$350,000 for two years to support students in Advanced Placement classes and the teachers. Some of the information provided in the update included:

- NMSI provided teachers with two days of content specific training in the fall and two in the spring. NMSI also provided five days for summer training for teachers.
- NMSI provided Saturday study sessions for the High School's NMSI supported contents: AP Chemistry, Physics, & Biology, AP Language, AP Computer Science Principles, & AP Calculus and Statistics
- Removal of Barriers - reflection of the school's practices to determine bias
- Qualifying Score - a score of 3 or higher, receives college credit; a score of 2 means the student is ready for college level work and will be on track for success
- Testing Comparison Data - in 2019 CHS students took 94 AP exams, with 22 scores of "3" and 13 scores of "2;" in 2020 (first year of NMSI) CHS students took 330 exams, with 98 scores of "3" and 120 scores of "2;" percentage of student college ready - 37% (2019) - 67% (2020)
- AP class enrollment increase from 345 to 451

Mr. Brady gave credit to the teachers, Instructional Coach Annette Hadley, and Head Counselor Cristy Hill. He expressed gratitude for their work and efforts with students and teachers.

VIII. FINANCIAL MATTERS - Shawna Russell

***A. Consider Resolution Adopting and Approving Post-Issuance Compliance Procedures**

Ms. Russell presented the Resolution requesting the Board adopt and approve the Post-Issuance Compliance Procedures. She stated the Resolution is in order for the District to sell our bonds and tax exempt rate for purchasers. "The Post-Issuance Compliance Procedures are just a set of rules the District needs to follow in order to keep our tax exempt rating on the bonds. There are some reports that have to be filed with EMMA and some arbitrage calculations that need to be calculated, yield calculations. We cannot invest the money from our bond sales at a higher interest rate than what we are paying for the bonds. So, what that means is we cannot make money off the sale of the bonds. So we do that once a year; brought the last arbitrage calculations to the Board last month. Also, we have a company that does all the recordkeeping for us and the federal tax law compliance just to make sure that everything is being followed. It is quite a lengthy process to be able to sell the bonds at our tax exempt rate. It also includes a bond counsel review, which I believe I bring to you in December to review what we have spent the bonds, our plans for the bonds, and then let you know if there are any adverse actions on those bonds.

Mr. Hamilton made a motion to adopt and approve the Post-Issuance Compliance Procedures as presented. Ms. Osburn seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Member Martin, yes; Secretary Hamilton, yes; and Vice President Cordova, yes. The motion carried unanimously.

***B. Consider Audit Engagement Letter - Carr, Riggs, & Ingram, LLC**

In the motion and approval of the meeting agenda, this item was removed.

***C. Consider Addendum to Audit Engagement Letter - Carr, Riggs, & Ingram, LLC**

In the motion and approval of the meeting agenda, this item was removed.

***D. Consider Fixed Asset Disposal & Removal from District Inventory**

1. MacBook Air

Ms. Russell presented the disposal and removal of a MacBook Air from the District's inventory. The MacBook Air, TEK14871, serial #FVHX3U52J1WK, was stolen from an employee's vehicle on October 9, 2019. The Inventory Committee recommended approval to remove the item from the District's inventory.

2. Kimball & Wurlitzer Pianos

Ms. Russell presented the disposal and removal of two pianos, Kimball (MJ1638/5817, serial #535845) and Wurlitzer (HS2419, serial #579611), from the District's inventory. The Inventory Committee recommended the disposal of both pianos. The Director of Music Education, Brandon Boerio, indicated the pianos are at a point where they are no longer worth the money for the District to consider repair or use and no other districts have expressed an interest. The pianos would be taken to the salvage yard and/or city landfill to be disposed of by Clovis Schools.

Ms. Osburn made a motion to approve the fixed asset disposals and removal from the District's inventory (Items 1 & 2) as presented. Mr. Hamilton seconded the motion. A roll call vote was taken as follows: Member Osburn, yes; Member Martin, yes; Secretary Hamilton, yes; and Vice President Cordova, 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. October 9 Fall Break - No School for Students
B. October 12 Fall Break - No School for Students/CMS Offices Closed
C. October 19 District Data/90-Day Planning - No School for Students
D. October 27 Regular Board of Education Meeting, Central Office Board Room, 1009 Main Street, 5:30 PM

XI. *ADJOURN

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

/s/ Shawn Hamilton — CLERK

/s/ Kyle Snider — PRESIDENT

DATE MINUTES TO BE APPROVED:
October 27, 2020