

LAS VEGAS CITY SCHOOLS  
"BOARD OF EDUCATION"  
Regular Board Meeting

March 27, 2024

A Regular Board Meeting of the Las Vegas City Schools Board of Education was held at the Administrative Building located at 901 Douglas Avenue, Las Vegas, New Mexico 87701 at 5:15 pm on the 27<sup>th</sup> day of March 2024.

A quorum was present: the meeting was called to order by Board President Quintana. The meeting began with the Pledge of Allegiance, followed by the New Mexico Pledge. Those present were as follows:

ROLL CALL: Board President Quintana called for roll call:

Board President Quintana – Present

Board Vice President Gonzales – Present

Board Secretary Dr. Meserve – Present

Board Member Cordova – Present

Board Member Romero – Present

ALSO PRESENT: Associate Superintendent Darlene Ulibarri.

Public in attendance: Felicia Ordonez, Mari Hillis, Lorenzo Aragon, Elaine Martinez Gonzales, Christina Gonzales, Ida Sue Gonzales, Judith Trujillo, Donna Ortiz, Thomas P. Trujillo, Denette Martinez

APPROVAL OF AGENDA:

Board Secretary Meserve made a motion to approve the agenda for today, March 27, 2024, seconded by board member Cordova. Motion is approved Vote 4-1

PUBLIC INPUT: None

APPROVAL OF MINUTES:

- A. Minutes: discussion approval of minutes for January 18, 2024 BM Romero made a motion to approve, second by BVP Gonzales, motion passed vote 5-0
- B. Minutes: discussion approval of minutes for February 22, 2024 BM Romero made a motion to approve, second by BVP Gonzales, motion passed vote 5-0
- C. Minutes: discussion approval of minutes for March 11, 2024 BM Romero made a motion to approve, second by BVP Gonzales, motion passed vote 5-0

OLD BUSINESS:

Discussion / Action: for the purpose of leasing Legion Park School – Mayor Romero / City Manager T. Montgomery. Item removed from agenda, reported by Board President city no longer interested in Legion Park School.

PRESENTATIONS:

A. Presentation / Discussion / Action: Bond Company

No presentation done due to no bond company representation

B. Presentation / Discussion / Action: College of Agricultural, Consumer & Environmental Sciences Garden Project MOU (current and renewal) – L. Ludi and Dr. M. Patrick  
My title with New Mexico State University is farm advisor at the Las Vegas demonstration and training farm. The program started in 2020 by the building of infrastructure in establishing that farm in the northeast corner of the Memorial Middle School campus, on a 2-acre farm and started our farming activities in 2021 with 18 participants. In 2022 and 2023 we had successful seasons and in 2023, we had 22 raised beds occupied. The reason for today's presentation is that we are trying to extend that memorandum of agreement. The current memorandum of agreement will expire September 1<sup>st</sup> of this year and would like an extension till the end of the harvest season which is the end of September. There has also been discussion of 5–10-year MOU, for the purpose of being able to improve the infrastructure for a longer term of future growth. NMSU is reluctant to spend too much money on infrastructure, because if the MOU is not renewed, they will be removing whatever infrastructure is there and clearing the property to leave it the way it was when we started. One thing that we don't have, is portable water or pressurized water and electricity, we have been working without those luxuries for these many years. When the previous green house was moved, the water was left on and it froze and busted. In the process of shutting, it down, the valve broke. Previous negotiation was that maintenance would fix the valve so that we could then again rehab the water system in that green house. If there is an extension, we can get NMSU to agree to allow us to extend our footprint there on the farm and go into row cropping instead of just raised beds and processing of vegetables. The goal thus far has been to demonstrate the simplicity of growing vegetables in the raised bed, and how easy one can mass produce vegetables out of a 4 x 8-foot square raised bed. During the course of the summer we work on Tuesdays, Thursdays and Saturdays, 10 – 12 a.m. We also had asked for the area between our 2-acre farm and the green house, with specific reason, to maintain the grounds there and get rid of the anoxic weed, which is called musk thistle. We have asked the maintenance department to apply for the spraying program that is free from Tierra E Montes through their anoxic weed control program. They did once last year, but must continue on a yearly basis in order to keep the growth of the anoxic weeds controlled and prevent blooming.

Board concern of expansion involves a previous plan from FAA program to grow alfalfa to sell and also the other section the old soccer field LVCS was trying to get Highlands to redo the field so there would be two soccer fields. A request was made to table this until

NMSU could talk to acting superintendent and get an actual picture of what's happening before an MOU is agreed upon. Motion made by Mr. Romero to extend the MOU or MOA until October 31<sup>st</sup>, 2024 and in between today and that time if we can get more information on how many years, the exact acreage, before we extend it any further, seconded by Mr. Cordova, motion passed 5-0.

C. Presentation / Discussion / Action: 3E Emergency – M. Aragon

I've been with district now about 24 years, in that time I have worked with wellness health promotion disease prevention, going into title one coordinator, safety and wellness coordinator, bringing dental services in for the schools, immunization clinics, flu shots for staff, health promotion offered to staff, recent certification to do Stop the bleed, because of the active shooters that are in the schools. I conduct CPR and AED, and first aid instruction, safety inspections for our district, which involves the water system, our fire panels, and hood inspections. I have all of the information necessary to get rid of biohazard chemicals that we don't need as well as the lithium batteries for IT. I do the incident reports for our district and that is in relation to anything that happens in our district other than a staff member getting hurt. The door audits is ongoing, which is about having the doors closed because all the shooting that have occurred in the schools have occurred because there was an open door. I take care of the SDS, and the policy requirements in health and safety. I do some MOU's, emergency planning, threat assessments, safety assessments, which includes the playground assessments. I would like to proceed with the E3, which is going to be a software program, that going to be in all teachers' phones, because all teachers at this time have that radio and it's a phone. PED has been asking all schools to have a safety system like this, that gives everyone the ability to say that there is an emergency, it would take anywhere from 30 to 45 seconds to let all staff know where the emergency is. It will also identify where each staff member is at the time. It will identify where they are at that time and point. It will reduce the response time, increase reaction time with customized alerts an interactive map. The software program start up is about \$4,000 and then about \$3,000 a year to maintain it. would be the cost to the district. It was clarified that the current phone system does not have this capability but is able to function as a radio to contact other staff members. The new system is not just a GPS but it will also alert you on any kind of emergency, whether it's going to be a fire, active shooter, or an intruder. If the software program is approved the company will come in and customize it to our needs, upload school site maps and training. At times with the current alert system there are areas within the school that it can't be heard and with the new software there is an alert on the phone, with direction of how to respond. There may be grants available which will be checked on. Ms. Hillis indicated fund 31200 may cover it by the description and the terminology used did state security and safety of all the schools. A motion was made by Mr. Romero to table the project till funds can be reviewed, second by Dr. Meserve, motion passed 5-0.

D. Presentation / Discussion / Action: Dream Makers Presentation – D. Ortiz

Several students presented dream maker activities and purpose. There are about 11 different teams and our teams are trained by our health care professionals in our community. We participate and coordinate blood drive teams, diabetes prevention and awareness, suicide prevention awareness, mental health first aid, reproductive health, dating and domestic violence awareness team and CPR training. Our goal for dream makers is to inspire students to believe that they are capable of doing anything they dream of, we also encourage them to become leaders such as us and coordinating groups. We also have a community services team, where we do food drives, for Christmas and thanksgiving, we helped with resources such as scarfs and socks, tooth brushes, toothpaste, pencils and other necessities. We have received training at El Centro on how to check blood sugar, which we do at parent teacher conferences. Some of the training with the community is up to a 5 week training period, followed by coordinated individual meetings, at the end of year students are rejoined for their final presentations. Students can be recipients of undergraduate scholarships to UNM and once they pass M-CATS they get automatic slots to medical school.

No discussion or action necessary, informational only

E. Presentation / Discussion / Action: T. Trujillo, Special Education Director – Update on staff needed, IDEA B Budget

Thomas Paul Trujillo, is the director of Special Education. The special education department, operates under 14 qualifying disabilities in New Mexico. Those disabilities are autism, deaf / blindness, developmental delay, emotional disturbance, hearing impairment, intellectual disability, multiple disabilities, orthopedic impairment, other health impairment, Tourette's syndrome, specific learning disability, speech and language impairment, traumatic brain injury and visual impairment. There are five steps in special education process: first step is referrals, that are received from various formats, whether it be from early childhood or from teachers or SAT teams. The first part of that is identification of a disability, then obtaining parent consent. Once a parents signs consent a timeline of sixty-days to complete an evaluation is started. Within that sixty-days whether it be a referral for speech and language pathology, or a diagnostic evaluation we have sixty-days to get that completed and done. Within a reasonable amount of time after the evaluation has taken place, a special education determination meeting is held. An initial meeting is held, a reevaluation of existing data, and the educational determination meeting, where the IEP team comes together to determine what disability the child meets criteria for or does not meet the criteria for. If a child is determined to have a disability it's required by law that every three years that the department completes what known as a triannual review ensuring the child appropriately and of course that the disability is still present. The obligation is to identify and provide services to children in early childhood, secondary and post-secondary up to the age of 22 if necessary. In reference to position shortage that is not applicable at this time with all position are filled. One concern in question is the current MOU with West Las Vegas Schools and ECC program, which will expire at the end of this school year and will need to be reviewed or reassessed prior to reestablishing the MOU. Areas of concern is in reference to the evaluation, and services

provided to who is to provide those services and the determination of in-kind services, which also includes the issues of transportation or bus services to ECC.

**NEW BUSINESS:**

- A. Discussion / Action: Out of state travel BPA for National Conference in Chicago, IL held on May 10, 2024 thru May 14, 2024

I was originally coming here to request, out of state to go to Chicago, IL for the National Leadership Conference, but I spoke with my students and we decided to not go, but however being proactive for next year, because next year the next National Leadership Conference is going to be in Florida, so being proactive we're going to start fund raising and now and that way we have money for next year's conference. With travel, they have an estimate on the national leadership conference, so the Chicago one was \$1555, and possibly next year will be about \$2000 per student. Usually for state it's ranging from \$400, state is always easier to attend because we get transportation paid for. Next year's conference will be held in Florida tentative date of May 7<sup>th</sup> through the 10<sup>th</sup>. A question was raised in reference to funding and accounts such as co-circular, which Ms. Martinez indicated they have their own account for conferences and fund raising. Ms. Martinez will return next year for the next conference.

- B. Discussion / Action: State Bilingual Education Program Funding Application – C. Gonzales

Ms. Gonzales indicates there are currently 702 students in the Bilingual Multicultural Education program, which utilizes the Heritage Language Model, which is designed to develop Spanish language skills, in speaking, reading and writing. The program is based on an hour of Spanish Instruction focused on language, literacy and cultural heritage. A break down of participation: Los Nino's elementary 318 students, Sierra Vista 213 students, Mike Mateo Elementary 46 students, Memorial Middle School 82 students, and Robertson High School 43 students. Based on the Language Usage Survey there are 109 English learners in the district. Students are afforded English Language Development course which addresses the linguistic and academic needs of multilingual learners. Identified English Learners receive English Language Development direct small group instruction and academic language support within the general education classroom in an elementary setting and additional 50-minute block in the secondary level. Those identified per school: Los Nino's elementary 23 identified, serving 22, Sierra Vista 15 identified, serving 6, Mike Mateo elementary serving 2, Memorial Middle School identified 25, serving 9, Robertson High School identified 41, serving 2. There are 17 Bilingual Endorsed instructors, 23 TESOL instructors and 3 Bilingual Itinerants at the elementary sites. There are three instructors for three schools, NMHU offers 3 three credit courses in the fall, spring and summer for a total of 9 credits; bilingual endorsement is not a requirement.

Motion made by Mr. Romero, second by Mr. Cordova, motion passed 5-0.

C. Discussion / Action: Audit Report

Update on recent conference, we did get the information on the unit value which is really critical to our SCG and it did go up two hundred dollars and eighty-eight cents. A question was raised in reference to changes that may be necessary due to the passing of HB 171, where a change in the curriculum favoring CTE programs and changing the requirements by not requiring algebra II and possibly taking away an English course. Associate superintendent Ulibarri and Ms. Gonzales have discussed CTE and four pathways that are under consideration. Another part of discussion is what will be done with future grants and allocations that are coming and how to build the pathways, that will align with Luna Community College or highlands programs. The changes in curriculum will affect the current eighth graders who will be our new freshman. The plans for CTE, will utilize funding to help, start buying materials and supplies for medical, health services, welding instruction, mass and media production. Previously money put aside to have teachers work after school, for CTE labs, that did not come into fruition this year, so that funding was utilized to purchase a plasma cutter, which will include training for two teachers, the equipment and anything that comes along with the plasma cutter. Medical supplies for medical classes to use through CTE, so students may be able to get certified as a CNA or a phlebotomist. The CTE program works, by taking two introduction classes and the third class is considered a capstone class, so after the first two classes, say in welding, and you go to Luna and you take your third class, which is considered your capstone class and you should be able to be certified in welding by the time you're done with your three classes as it does for all the considered CTE programs. The consideration is including it on the course schedule. Courses that will no longer be required will still be offered as an elective which may be necessary for college entrance exam. There are several other districts that are currently actively utilizing CTE programs and are available for review or assistance.

No action, informational only.

- D. Discussion / Action: Dental MOU in partnership with Mira Dental was presented by Michell Aragon. She discussed the benefits of free dental screening and related dental care that can be offered free of charge to some of LVCS students. Mrs. Aragon answered board member questions and MOU specifics that the MOU provides dental care to identified student grades/ages was received well by the board. Mrs. Aragon recommended approval for a 2-year MOU with Mira Dental.

Motion made by Mr. Romero, seconded by BVP Gonzales; motion passed 5-0.

E. Finance Committee:

- a. Discussion / Action: BARs / Transfers / Expenditures / Awards / Donations  
Presentation done by board vice president Gonzales, reporting

Finance committee met on Tuesday March 26<sup>th</sup>, 2024, which reviewed and approved the minutes for the February 20<sup>th</sup>, 2024 meeting. The bank reconciliation for February 29<sup>th</sup>, 2024 general fund, the student activity fund and the student activity fund balance report were reviewed with no variances noted. Also reviewed, the cash report by fund, the budget versus actual report by fund, the list of open purchase orders \$50,000 and above, pledged collateral report and the supplemental pay report. The Capital outlay, bond-SB-9 report was reviewed as well. PSFA conducted a meeting on 3/25/24 to go over the Sierra Vista Elementary School Construction Project. Clay Simmons, Project Manager, will be reaching out to set up a meeting to go over all upcoming and ongoing projects with the district that he is managing. An update on the operating budget projected shortfall was provided. At this time, we will not be requesting Emergency Supplemental Funding due to potentially receiving back funding due to an increase in our 120<sup>th</sup> day membership count. Total revenues received in February were \$556,110. Outstanding RFR's as of 2/29/24 are \$410,933. The committee reviewed the list of donations and would like to recommend board approval of all donations. The committee reviewed the follow BAR's and would like to request ratification for the following:

BAR #069-0002324-0038-I Fund 15200 Local Revenue Fund \$25,986  
BAR #069-000-2324-0040-I Fund 22000 Athletics \$63,435  
BAR #069-000-2324-0049-I Fund 24101 Title I \$83,788  
BAR #069-000-2324-0050-I Fund 21100 Universal Free Lunch \$58.904

We would like to request approval of the following:

BAR #069-000-2324-0039-I Fund 21000 Student Nutrition \$3,278  
BAR #069-000-2324-0041-I Fund 23000 Student Activity \$79,211.87  
BAR #069-000-2324-0042-I Fund 43000 ETN Debt Service \$74,849  
BAR #069-000-2324-0043-I Fund 25171 CYFD \$46,700  
BAR #069-000-2324-0044-I Fund 31701 Capital Improvements Maintenance \$461,608  
BAR #069-000-2324-0046-I Fund 25153 Medicaid \$162,655  
BAR #069-000-2324-0047-I Fund 31100 Bond Building \$1,335,712  
BAR #069-000-2324-0048-I Fund 41000 GO Debt Service \$562,277  
BAR #069-000-2324-0051-I Fund 27583 NM State Appropriation Behavioral Health Support \$25,000

Motion made by Mr. Romero to approve all BARS and ratifications, seconded by Mr. Cordova; motion passed 5-0

- F. Superintendent's Report: District Updates  
No report available, superintendent not present

EXECUTIVE SESSION:

Executive session not held, no information or updates available

FUTURE PLANNING:

- A. Regular Board Meeting – Thursday April 18<sup>th</sup>, 2024 at 5:15 pm
- B. NMSBA 2024 Spring Region Meeting – Monday April 15, 2024 at 5:30 in Mora NM

C. Swearing in Student Board Member, Angelina Romero

ADJOURNMENT:


Motion by Board Member Romero to adjourn, seconded by Board Member Cordova. Motion passed 5-0, adjourned at 7:36 pm.

LAS VEGAS CITY SCHOOLS  
BOARD OF EDUCATION



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Board President



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Board Secretary