

**MINUTES**  
**BLOOMFIELD SCHOOL DISTRICT BOARD OF EDUCATION**  
**BOARD WORKSHOP**  
**Tuesday, January 9, 2018 (5:00 PM)**

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**ROLL CALL**

THE FOLLOWING MEMBERS WERE PRESENT:

**BOARD MEMBERS:** Bruce Armenta  
Dale Maes  
Tony DeHerrera  
Elizabeth Gomez  
Veronica Tso

**SUPERINTENDENT:** Dr. Kimberly Mizell

**ALSO IN ATTENDANCE:** See Sign-In Sheet

**1.0 ROLL CALL**

**1.1 Roll Call for Board Workshop**

The Bloomfield School District Board of Education met for a board workshop on Tuesday, January 9, 2018 at 5:00 p.m. at the Administration Building Conference Room, 325 N Bergin Lane, Bloomfield, NM 87413. The meeting was called to order at 4:57 p.m.

**2.0 BRIEFING and DISCUSSION ITEMS**

**2.1 Meeting Agenda - Dr. Mizell**

The meeting agenda was reviewed with no changes noted.

**2.2 Previous Meeting Minutes - Dr. Mizell**

The meeting minutes from the December 12, 2017 meeting were reviewed with no changes noted.

**2.3 Travel Requests for Actual Expenses - Dr. Mizell**

The following travel requests were submitted and reviewed with no questions or concerns:

- \*Advanced Placement Winter Symposium
- \*Principals Pursuing Excellence
- \*RDA Leadership Training
- \*Coaches Clinic, Phoenix, AZ
- \*EdRising NM State Conference

**2.4 Finance Committee Briefing - Mrs. Maestas**

Briefing includes the Business Consent Agenda and December Revenue & Expenditure Reports. Mr. Manning will present on the FY17 Financial Audit, to be approved during the board meeting. FY19 budget discussions have begun with some factors noted for the general operations budget.

Mr. Byron Manning, Manning Accounting & Consulting Services, presented the FY17 Financial Audit. A copy was given to the board members and the Superintendent. Mr. Manning reported that the District received an unmodified report, which is the best that can be received. As for the financial statements, there were no material weaknesses in internal controls identified, no significant deficiencies identified, and there were no noncompliance material to financial statements noted. As for federal awards, there was no material weaknesses identified. However, there were significant deficiencies identified not considered being material weaknesses, including indirect cost charged exceeded allowable rate and improper cost allocation. Other

findings included failure to follow Bid-RFP procedures, purchase orders not in place prior to purchase, and failure to notify State Auditor of disposition of assets. .

### **2.5 Activity Requests - Dr. Mizell**

Activity Requests were reviewed with no questions or concerns as follows:

Bloomfield High School

- \*FFA to travel to Santa Fe for House and Senate Bills
- \*JROTC to National Championship Marksmanship Match
- \*FFA to NM Leadership Conference
- \*JROTC to Amigo JROTC Air Rifle Competition
- \*FFA to judging events in TorC, Las Cruces, Clovis, Roswell and Portales

### **2.6 Fundraiser Requests - Dr. Mizell**

Fundraiser Requests were reviewed with no questions or concerns as follows:

Blanco Elementary

- \*Office - T-shirt Sales

### **2.7 Demolition of Old BHS Softball Field - Mr. Olivas**

The old softball field at BHS has set dormant for a while now and has become somewhat of an eyesore. In an attempt to repurpose the field for better use, asking for Board approval to demolish the old softball field, dug outs, and press box. If approved, the approval will be sent to the State Auditor's office as notification of disposition of assets.

Plans for repurposing of the field include using it as a soccer field, for tournaments, and as a practice field. The plans are still in the discussion phase with details and pricing still being gathered. The field will not be demolished until a plan of action is in place for the field and the funds have been appropriated.

### **2.8 Course Name Change at BHS - Mr. Burkholder**

In order to be in compliance with the NM Bilingual Seal Guidelines, the course Navajo History & Government needs to be changed to Navajo Government.

### **2.9 Increase in Workday for MAJH ISS EA from 6.5 to 7 hours - Mrs. Hernandez**

Currently the ISS EA works from 8:30 a.m. to 3:30 p.m., however Mrs. Crockett needs the EA to begin at 8:15 a.m. and stay until 3:45 p.m. to deal with student needs.

### **2.10 Additional SPED EA for MAJH BBI Classroom - Ms. Kluth-Clark**

An additional EA is needed to support students in the BBI program at MAJH for the remainder of the school year. There are several children in the BBI classroom that are working towards transitioning back into a regular classroom, however there are several students with severe behavioral issues that mandate they stay in the BBI classroom. An additional aide is needed to help with student needs.

### **2.11 Policy Review JICG - Tobacco Use by Students/Smoking - Dr. Mizell**

The tobacco policy, which targets students, incorporates the requirements of 6.12.4.8 - prohibiting the use, possession and distribution of tobacco products, e-cigarettes and nicotine liquid containers, alcoholic beverages, mood-altering substances and illicit drugs in school buildings and on school premises.

### **2.12 Policy Review GBED - Tobacco Use by Staff Members/Smoking - Dr. Mizell**

The tobacco policy, targeted at staff, incorporates the requirements of 6.12.4.8 - prohibiting the use, possession and distribution of tobacco products, e-cigarettes and nicotine liquid containers, alcoholic beverages, mood-altering substances and illicit drugs in school buildings and on school premises.

### **2.13 Policy Review KFAA & Regulation Review KFAA-R - Tobacco Use/Smoking on School Premises - Dr. Mizell**

The tobacco policy, which covers the public and others on school premises, incorporates the requirements of 6.12.4.8 - prohibiting the use, possession and distribution of tobacco products, e-cigarettes and nicotine liquid containers, alcoholic beverages, mood-altering substances and illicit drugs in school buildings and on school premises. It also states how the public is to be informed of the policy by postings and announcements and provides the relevant methods of enforcement. The regulation attached to the policy gives further details about notices and enforcement of the prohibitions.

### **2.14 Superintendent's Report & Discussion of District Activities - Dr. Mizell**

Dr. Mizell distributed a typed report during the board workshop indicating the maintenance projects, athletic standings, and personnel vacancies and new hires for the district. She also mentioned that Mr. Carpenter, Superintendent of Aztec Municipal Schools, will be attending the Board Meeting to thank the Board and District staff for their support during the tragedy they endured in December. As a result of this tragedy we have had an expert come in and tour BHS for ideas on ensuring student and staff safety. Trainings will be provided in the schools, with teachers, and with substitutes to ensure safety as well. Will ask the state department for help in funding safety measures needed at school sites.

The maintenance department has been very busy within the District. The break in December allowed the custodial staff to make repairs and do some deep cleaning. The parking lot and traffic flow is beginning to show progress. The roof at Mesa Alta is finally finished, and luckily the weather cooperated.

Athletics is currently in the fall sports of basketball and wrestling. The boys team is struggling but making progress. The girls team has only lost 3 games to date. The wrestling team is doing well, placing 5<sup>th</sup> at the Rocky Mountain Invite in Pagosa Springs, CO.

The personnel vacancies remain about the same throughout the District. Ms. Arambula has been promoted to Principal at Central Primary after Mr. Ramirez's resignation. The Dean of Students position has been posted in-house, as there are three individuals obtaining their administrative degree through an accelerated program. This is an exciting opportunity to promote from within. The Grow Your Own Teacher program is still going well, with one participant obtaining his teaching degree and currently teaching SPED at Naaba Ani. There was an educational assistant at BHS that is currently doing his student teaching and he plans on teaching at BHS.

## **3.0 ADJOURNMENT**

### **3.1 Adjourn Board Workshop**

Meeting was adjourned at 5:56 p.m.