

**MINUTES**  
**BLOOMFIELD SCHOOL DISTRICT BOARD OF EDUCATION**  
**REGULAR BOARD MEETING**  
**Monday, January 13, 2020 (6:00 PM)**

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**ROLL CALL**

<b>BOARD MEMBERS PRESENT:</b>	Dale Maes Veronica Tso Bruce Armenta Joel Gunn
<b>BOARD MEMBERS ABSENT:</b>	Tony DeHerrera
<b>SUPERINTENDENT:</b>	Dr. Kimberly Mizell
<b>ALSO IN ATTENDANCE:</b>	See Sign-In Sheet

**1.0 CALL TO ORDER**

**1.1 Invocation and Pledge of Allegiance to the Flag**

The Bloomfield School District Board of Education met on Monday, January 13, 2020 at 6:00 p.m. in the Administration Building Board Room, 325 N. Bergin Lane, Bloomfield, NM 87413. The meeting was called to order at 6:00 p.m. following the roll call, invocation and Pledge of Allegiance to the Flag.

**2.0 SUPERINTENDENT'S REPORT/DISCUSSION**

**2.1 Report & Discussion of District Activities - Dr. Mizell**

Dr. Mizell distributed a typed report, during the work session, indicating the maintenance projects, athletics and the personnel report including vacancies and new hires in the District. One maintenance project completed over the holiday break was the entrance to BHS. The change was needed in order to guide visitors through a central location upon entering the building. Thank you to Mr. Olivas, Mrs. Redwine and the maintenance staff.

The personnel vacancy list is very small. We will be recruiting certified teachers to replace those that are retiring at the end of the school year, as well as seeking to fill the other vacancies as they come open.

**3.0 ADMINISTERING OATH OF OFFICE**

**3.1 Judge to Administer Oath of Office to Dale Maes and Joel Gunn**

Mr. Maes read the School Board Member Oath of Office aloud. Judge McDaniel administered the Oath of Office to returning Board Member, Dale Maes, and newly elected Board Member, Joel Gunn.

**4.0 BOARD REORGANIZATION**

**4.1 Approval of BDA Board Organizational Meeting Policy Revisions**

With the change in the election cycle for School Boards, a Board will now reorganize at the first meeting in January. It is suggested that the policy describing reorganization, upon swearing in, the agenda provide an action item for the correction to policy BDA.

**Recommendation:** Superintendent recommends approval of BDA Board Organizational Meeting Policy Revisions.

**ORIGINAL - Motion**

Member (**Bruce Armenta**) Moved, Member (**Veronica Tso**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of BDA Board Organizational Meeting Policy Revisions'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Bruce Armenta	Yes
Dale Maes	Yes
Veronica Tso	Yes
Joel Gunn	Yes

#### 4.2 Approval of Board Reorganization

The meeting shall be called to order by the President of the Board. The Board, at the first regular meeting in January, will administer the Oath of Office to newly elected members and elect from its membership a President, Vice-President and Secretary.

**Recommendation:** Superintendent recommends approval of the School Board to nominate and vote on Board Reorganization

#### ORIGINAL - Motion

Member (**Veronica Tso**) Moved, Member (**Joel Gunn**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of the School Board to nominate and vote on Board Reorganization'. Upon a roll call vote being taken, the vote was: Aye: 4 Nay: 0. The motion **Carried. 4 - 0**

Veronica Tso	Yes
Bruce Armenta	Yes
Joel Gunn	Yes
Dale Maes	Yes

#### 4.3 Approval of School Board President

Bruce Armenta recommended Mr. Maes as School Board President. Veronica Tso seconded and all agreed.

**Recommendation:** Superintendent recommends approval of the School Board President nomination, Mr. Dale Maes.

#### ORIGINAL - Motion

Member (**Bruce Armenta**) Moved, Member (**Veronica Tso**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of the School Board President nomination'. Upon a roll call vote being taken, the vote was: Aye: 4 Nay: 0. The motion **Carried. 4 - 0**

Dale Maes	Yes
Joel Gunn	Yes
Bruce Armenta	Yes
Veronica Tso	Yes

#### 4.4 Approval of School Board Vice-President

Joel Gunn recommended Mr. Armenta as School Board Vice President. Veronica Tso seconded and all agreed.

**Recommendation:** Superintendent recommends approval of the School Board Vice-President nomination, Mr. Bruce Armenta.

#### ORIGINAL - Motion

Member (**Joel Gunn**) Moved, Member (**Veronica Tso**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of the School Board Vice-President nomination'. Upon a roll call vote being taken, the vote was: Aye: 4 Nay: 0. The motion **Carried. 4 - 0**

Bruce Armenta	Yes
Dale Maes	Yes
Joel Gunn	Yes
Veronica Tso	Yes

#### 4.5 Approval of School Board Secretary

Bruce Armenta recommended Mrs. Tso as School Board Secretary. Joel Gunn seconded and all agreed.

**Recommendation:** Superintendent recommends approval of the School Board Secretary nomination, Mrs. Veronica Tso.

#### ORIGINAL - Motion

Member (**Bruce Armenta**) Moved, Member (**Joel Gunn**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of the School Board Secretary nomination'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Joel Gunn	Yes
Bruce Armenta	Yes
Veronica Tso	Yes
Dale Maes	Yes

## 5.0 MEETING AGENDA

### 5.1 Approval of Meeting Agenda

The meeting agenda was reviewed with no changes noted.

**Recommendation:** Superintendent recommends approval of the current meeting agenda

#### **ORIGINAL - Motion**

Member (**Bruce Armenta**) Moved, Member (**Joel Gunn**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of the current meeting agenda'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Joel Gunn	Yes
Bruce Armenta	Yes
Dale Maes	Yes
Veronica Tso	Yes

## 6.0 CONSENT AGENDA

### 6.1 Approval of Consent Agenda to include: Previous Meeting Minutes and Travel Requests

Minutes from December 10, 2019 Board Meeting were reviewed with no changes noted.

Travel requests were reviewed as follows:

- Future Focused Ed Conference – Albuquerque, NM
- Superintendents Budget Workshop – Albuquerque, NM
- Navajo Nation JOM Subcontractor Meeting – Window Rock, AZ
- Glazier Coaching Clinic – Las Vegas, NV
- Midwest Ed Technology Conference – St. Charles, MO
- NMSBO Winter Conference – Albuquerque, NM
- EAB National Meeting – Austin, TX
- Dyslexia Southwest 2020 Conference – Albuquerque, NM
- Middle School Math Conference – Santa Fe, NM
- NMSBO Spring Budget Workshop – Albuquerque, NM
- NMSBA School Law Conference – Albuquerque, NM
- NMSBA Leadership Retreat – Taos, NM

**Recommendation:** Superintendent recommends approval of the consent agenda to include previous meeting minutes and travel requests.

#### **ORIGINAL - Motion**

Member (**Joel Gunn**) Moved, Member (**Bruce Armenta**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of the consent agenda to include previous meeting minutes and travel requests'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Joel Gunn	Yes
Bruce Armenta	Yes
Veronica Tso	Yes
Dale Maes	Yes

## 7.0 BUSINESS CONSENT AGENDA

### 7.1 Approval of Business Consent Agenda

Business Consent Agenda includes a Budget Increase, Transfer, and Maintenance BARs for December.

**Recommendation:** Superintendent recommends approval of the Business Consent Agenda

**ORIGINAL - Motion**

Member (**Veronica Tso**) Moved, Member (**Bruce Armenta**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of the Business Consent Agenda'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dale Maes	Yes
Bruce Armenta	Yes
Veronica Tso	Yes
Joel Gunn	Yes

**7.2 Approval of FY19 Financial Audit**

The FY19 Financial Audit was released by the Office of the State Auditor on January 5, 2020. The audit report becomes public record five (5) days after the release date and was presented by our Auditor, Byron Manning, of Manning Accounting & Consulting Services. The report was an unmodified opinion, which is the best opinion possible. Internal controls had no material weaknesses identified, one significant deficiency and five other matters identified. Federal Programs had no material weaknesses or significant deficiencies identified.

**Recommendation:** Superintendent recommends approval of Bloomfield Schools FY19 Financial Audit.

**ORIGINAL - Motion**

Member (**Bruce Armenta**) Moved, Member (**Veronica Tso**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of Bloomfield Schools FY19 Financial Audit'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Joel Gunn	Yes
Bruce Armenta	Yes
Veronica Tso	Yes
Dale Maes	Yes

**8.0 PRESENTATIONS**

**8.1 Student Work Experience Proposal - Mrs. Karen Georgina**

Mrs. Georgina presented a PowerPoint presentation on the Central Regional Education Cooperative (CREC) and Rise N'Grind Coffee Shop proposal to partner in a Student Work Experience Proposal to be implemented at Bloomfield High School. The experience will prepare students with real-life work experience. The proposal details that the Coffee Shop will provide coffee to the High School once a week, from February 24<sup>th</sup> to April 6<sup>th</sup>, for select students to sell coffee to staff members only on Wednesdays which is a late start date for the student body. The students will take orders, pour coffee, collect money, keep the area clean, track inventory, and count money so that it's ready for pickup. The participating students will receive a stipend upon completion.

**9.0 INFORMATION FOR THE BOARD**

**9.1 Bloomfield Association of Classroom Teachers (BACT)**

No BACT Representative was present.

**9.2 National Education Association (NEA - Bloomfield)**

No NEA Representative was present.

**9.3 Public Commentary**

No Public Commentary was received.

The Bloomfield School District Board of Education welcomes public comments during its regular board meetings to offer suggestions on topics relevant to the Bloomfield Schools District. Topics may include suggestions for improving district services, policies, items currently on the meeting agenda, and etc. Citizens who wish to speak during Board of Education meetings should register with the administration office by noon the day

preceding the meeting by completing the Request to Address Board form. Your request must be confirmed before your name will be placed on the list of possible speakers.

## 10.0 ACTION ITEMS

### 10.1 Approval of Fundraiser Requests

Fundraiser Requests were reviewed as follows:

Central Primary

- Book Fair

Bloomfield High

- Drive In/Indoor Movie – Senior Class
- Afterschool Candy Grams – Senior Class
- Spirit Night – Senior Class
- Game Night – Senior Class
- Enchilada Dinner – Baseball
- Hit-a-Thon – Baseball

**Recommendation:** Superintendent recommends approval of the fundraiser requests.

#### **ORIGINAL - Motion**

Member (**Joel Gunn**) Moved, Member (**Bruce Armenta**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of the fundraiser requests'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Bruce Armenta	Yes
Veronica Tso	Yes
Joel Gunn	Yes
Dale Maes	Yes

### 10.2 Approval of Activity Requests

Activity Requests:

- Gifted/Robotics (Blanco, Naaba Ani & Mesa Alta): FIRST Robotics State Championship, February 15, 2020 in Albuquerque, NM

**Recommendation:** Superintendent recommends approval of the activity requests.

#### **ORIGINAL - Motion**

Member (**Veronica Tso**) Moved, Member (**Joel Gunn**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of the activity requests'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Bruce Armenta	Yes
Veronica Tso	Yes
Joel Gunn	Yes
Dale Maes	Yes

### 10.3 Approval of Wellness Policy Edits for Elementary Fundraisers

The elementary portion of the wellness policy indicated that no food fundraisers were allowed, where they were allowed for middle and high school. Revised to indicate the same rules apply to elementary as the other schools.

**Recommendation:** Superintendent recommends approval of Wellness Policy Edits for Elementary Fundraisers.

#### **ORIGINAL - Motion**

Member (**Bruce Armenta**) Moved, Member (**Joel Gunn**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of Wellness Policy Edits for Elementary Fundraisers'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Bruce Armenta	Yes
Dale Maes	Yes
Veronica Tso	Yes
Joel Gunn	Yes

**10.4 Approval of Naloxone (Narcan) Policy Addition**

Policy states that the Health Department will supply the Narcan through standing orders. The Narcan policy indicates availability, storage, and administration of Naloxone (Narcan) at middle and high school campuses.

**Recommendation:** Superintendent recommends approval of Naloxone (Narcan) Policy Addition.

**ORIGINAL - Motion**

Member **(Joel Gunn)** Moved, Member **(Veronica Tso)** Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of Naloxone (Narcan) Policy Addition'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Bruce Armenta	Yes
Dale Maes	Yes
Veronica Tso	Yes
Joel Gunn	Yes

**10.5 Approval of Student Work Experience Proposal**

Central Regional Education Cooperative (CREC) and Rise N'Grind Coffee Shop have partnered in a Student Work Experience Proposal to be implemented at Bloomfield High School.

**Recommendation:** Superintendent recommends approval of Student Work Experience Proposal.

**ORIGINAL - Motion**

Member **(Veronica Tso)** Moved, Member **(Bruce Armenta)** Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of Student Work Experience Proposal'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Bruce Armenta	Yes
Veronica Tso	Yes
Dale Maes	Yes
Joel Gunn	Yes

**11.0 EXECUTIVE/CLOSED SESSION**

**11.1 Convene to Closed Session.** Pursuant to NMSA 1978, §10-15-1 H(2) the Bloomfield Schools Board of Education will take action to go into Closed Session to address limited personnel matters. No action will be taken in Closed Session. Action, if any, will be taken when the Board reconvenes in Open Session following the Closed Session. Authority to conduct a Special Meeting is found in NMSA 1978, §10-15-1 through 10-15-4, of the New Mexico 'Open Meetings Act'.

No closed session was called for.

**12.0 RECONVENE TO OPEN SESSION and POSSIBLE ACTION**

**12.1 Reconvene to Open Session.** As required by Section 10-15-1(J) of the 'Open Meetings Act': The only matter discussed during the closed session was limited personnel matters.

With no closed session, no reconvening was called for.

**13.0 ADVANCED PLANNING**

**13.1 Upcoming Events:**

- \*1/23/20-1/25/20 - NMSBA Board Member Institute
- \*2/11/19 - Board of Education Meeting

**14.0 ADJOURNMENT**

**14.1 Approval to Adjourn Current Board Meeting**

**Recommendation:** Superintendent recommends approval to adjourn the current board meeting.

**ORIGINAL - Motion**

Member (**Bruce Armenta**) Moved, Member (**Joel Gunn**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval to adjourn the current board meeting'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Bruce Armenta	Yes
Dale Maes	Yes
Joel Gunn	Yes
Veronica Tso	Yes

Meeting was adjourned at 6:38 p.m.

  
Board Member Signature

Board Pres.  
Title

February 11, 2020  
Date Approved