

**MINUTES**  
**BLOOMFIELD SCHOOL DISTRICT BOARD OF EDUCATION**  
**REGULAR BOARD MEETING**  
**Tuesday, July 14, 2020 (6:00 PM)**

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**ROLL CALL**

<b>BOARD MEMBERS PRESENT:</b>	Dale Maes Bruce Armenta Tony DeHerrera Veronica Tso
<b>BOARD MEMBERS ABSENT:</b>	Joel Gunn
<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 held a board meeting on Tuesday, July 14, 2020 at 6:00 p.m. by Zoom (online), with a few staff in the office, 325 N Bergin Lane, Bloomfield, NM 87413. The meeting was called to order at 6:05 p.m.

**2.0 MEETING AGENDA**

**2.1 Approval of Current Meeting Agenda**

Meeting agenda was reviewed with no changes noted.

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

**ORIGINAL - Motion**

Member (**Bruce Armenta**) Moved, Member (**Tony DeHerrera**) 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**

Bruce Armenta	Yes
Tony DeHerrera	Yes
Dale Maes	Yes
Veronica Tso	Yes

**3.0 CONSENT AGENDA**

**3.1 Approval of Consent Agenda to include: Previous Meeting Minutes**

Minutes from June 9, 2020 Regular Board Meeting and June 22, 2020 Special Board Meeting were reviewed with no changes noted.

**Recommendation:** Superintendent recommends approval of the consent agenda.

**ORIGINAL - Motion**

Member (**Tony DeHerrera**) Moved, Member (**Veronica Tso**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of the consent agenda'. 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
Tony DeHerrera	Yes
Dale Maes	Yes

#### 4.0 BUSINESS CONSENT AGENDA

##### 4.1 Approval of Business Consent Agenda

Business Consent Agenda includes Budget, Transfer, and Maintenance BARs for June.

**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**

Tony DeHerrera	Yes
Bruce Armenta	Yes
Dale Maes	Yes
Veronica Tso	Yes

#### 5.0 SUPERINTENDENT'S REPORT/DISCUSSION

##### 5.1 Report & Discussion of District Activities - Dr. Mizell

Dr. Mizell reported on the staffing concerns for the return on school. A few teachers have opted to retire instead of the possibility of returning to school with the facemask requirement. Athletics will hopefully begin with procedures and protocols followed to ensure safety. Steps will be put into place for insurance and accountability.

#### 6.0 INFORMATION FOR THE BOARD

##### 6.1 Bloomfield Association of Classroom Teachers (BACT)

Representative, Lore Mize, was in attendance. She stated that she was excited to get back to school. She wanted the Board to know that BACT supports the District and they know that the District is putting the student's and staff's safety first.

##### 6.2 National Education Association (NEA - Bloomfield)

No NEA Representative was present.

##### 6.3 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.

## 7.0 ACTION ITEMS

### 7.1 Approve 4 Additional Educational Assistant-Technology Specialist FTE's

Due to the new reopening plans required by the Public Education Department (PED), the District will need to provide chrome books for students, grade 4 and above. The District will need an assistant at four different schools to assist with the management of these devices.

**Recommendation:** Superintendent recommends to approve 4 Additional Educational Assistant-Technology Specialist FTE's

#### **ORIGINAL - Motion**

Member (**Tony DeHerrera**) Moved, Member (**Veronica Tso**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of 4 Additional Educational Assistant-Technology Specialist FTE's'.

Upon a roll call vote being taken, the vote was: Aye: 4 Nay: 0. The motion **Carried. 4 - 0**

Tony DeHerrera	Yes
Dale Maes	Yes
Bruce Armenta	Yes
Veronica Tso	Yes

### 7.2 Approve the Authorization of the Appropriate Officers, Employees and Agents of District and the District's Financial Advisor and Bond Counsel to take any action necessary to enable the District to enter into the lease purchase arrangement on or about September 16, 2020

The Education Technology Notes (ETN) Resolution is included, which determines the necessity for lease purchase of education technology equipment, estimate of cost, statement of source of funds for lease purchase payments, estimated tax rate and directing District's financial advisor and bond counsel to prepare a lease purchase arrangement for the District's acquisition of certain educational technology equipment and establishing date for meeting to consider a resolution granting final approval to the lease purchase of education technology equipment.

**Recommendation:** Superintendent recommends approval of the Authorization of the Appropriate Officers, Employees and Agents of District and the District's Financial Advisor and Bond Counsel to take any action necessary to enable the District to enter into the lease purchase arrangement on or about September 16, 2020

#### **ORIGINAL - Motion**

Member (**Bruce Armenta**) Moved, Member (**Tony DeHerrera**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends to approve the Authorization of the Appropriate Officers, Employees and Agents of District and the District's Financial Advisor and Bond Counsel to take any action necessary to enable the District to enter into the lease purchase arrangement on or about September 16, 2020'. Upon a roll call vote being taken, the vote was: Aye: 4 Nay: 0. The motion **Carried. 4 - 0**

Tony DeHerrera	Yes
Bruce Armenta	Yes
Dale Maes	Yes
Veronica Tso	Yes

### 7.3 Approve Closing of Nine (9) Old Bank Accounts

The Board authorized the opening of four (4) new bank account in September 2019. This allowed the Finance Office to consolidate bank accounts and clean up an error that occurred during the financial software conversion. At this time all transactions in the old accounts have been cleared. Asking for closure of the following accounts: 1) Payroll (0401) 2) Accounts Payable (1306) 3) General Operating (2506) 4) Capital Outlay (3901) 5) Debt Service (4106) 6) Student Services (1706) 7) Federal (6806) 8) Building Fund (3306) 9) Activity (4101)

**Recommendation:** Superintendent recommends approval to Close Nine (9) Old Bank Accounts

#### **ORIGINAL - Motion**

Member (**Veronica Tso**) Moved, Member (**Bruce Armenta**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of Closing the Nine (9) Old Bank Accounts'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Tony DeHerrera	Yes
Dale Maes	Yes
Bruce Armenta	Yes
Veronica Tso	Yes

#### **7.4 Approve the FY20-21 Teacher Salary Schedule and EA, Music and Health Assistant Salary Schedule**

The FY21 Operating Budget has been approved by PED. With the passing of HB1, an average salary increase of 1% for staff is required.

**Recommendation:** Superintendent recommends approval of the FY20-21 Teacher Salary Schedule and EA, Music and Health Assistant Salary Schedule

#### **ORIGINAL - Motion**

Member (**Tony DeHerrera**) Moved, Member (**Veronica Tso**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends to approve the FY20-21 Teacher Salary Schedule and EA, Music and Health Assistant Salary Schedule'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Tony DeHerrera	Yes
Bruce Armenta	Yes
Dale Maes	Yes
Veronica Tso	Yes

#### **7.5 Approve Hiring 4 Temporary Employees for Technology**

Staff is needed to prepare the purchased chrome books for the hybrid learning to take place beginning in August. The employees will be employed for 2 weeks to assist the technology department in this task.

**Recommendation:** Superintendent recommends approval of Hiring 4 Temporary Employees for Technology

#### **ORIGINAL - Motion**

Member (**Bruce Armenta**) Moved, Member (**Veronica Tso**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends to approve Hiring 4 Temporary Employees for Technology'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Tony DeHerrera	Yes
Bruce Armenta	Yes
Dale Maes	Yes
Veronica Tso	Yes

#### **7.6 Approve SPED Ancillary and Teletherapy RfP Extensions**

Ancillary and Teletherapy services were approved July 2019. Asking the Board for a continuation of services for the SY20-21 to help meet the needs of SPED students.

**Recommendation:** Superintendent recommends to approve SPED Ancillary and Teletherapy RfP Extensions

#### **ORIGINAL - Motion**

Member (**Tony DeHerrera**) Moved, Member (**Bruce Armenta**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of SPED Ancillary and Teletherapy RfP Extensions'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Bruce Armenta	Yes
Tony DeHerrera	Yes

Veronica Tso        Yes  
Dale Maes            Yes

**7.7 Approve Gifted Coordinator Position Contracted Days Revision**

The Gifted Coordinator Position now requires an Administrators License. Finding a gifted endorsed teacher with an administrators license is a challenge, therefore to attract qualified candidates the position needs to be changed.

**Recommendation:** Superintendent recommends to approve Gifted Coordinator Position Contracted Days  
**ORIGINAL - Motion**

Member (**Veronica Tso**) Moved, Member (**Tony DeHerrera**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of Gifted Coordinator Position Contracted Days Revisions'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Tony DeHerrera      Yes  
Bruce Armenta        Yes  
Dale Maes             Yes  
Veronica Tso         Yes

**7.8 Approve Family Liaison Contract Days Increase**

The Family Liaison assists in the Ancillary and Federal Programs reporting at the beginning and ending of the school year. With additional time needed, requesting 10 additional days to assist with this reporting.

**Recommendation:** Superintendent recommends approval of Family Liaison Contract Days Increase  
**ORIGINAL - Motion**

Member (**Bruce Armenta**) Moved, Member (**Tony DeHerrera**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of Family Liaison Contract Days Increase'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Tony DeHerrera      Yes  
Bruce Armenta        Yes  
Dale Maes             Yes  
Veronica Tso         Yes

**7.9 Approve Emergency Policy for Electronic Signatures**

Policy is deemed an emergency with State Mandated 'Stay at Home Orders' by the Governor. When not practical or possible to have an approved individual physically sign a document, and not otherwise prohibited by applicable laws, electronic signatures may satisfy the requirement of a written signature when transacting business with and/or for the District and/or with parents/guardians.

**Recommendation:** Superintendent recommends to approve Emergency Policy for Electronic Signatures  
**ORIGINAL - Motion**

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

Tony DeHerrera      Yes  
Bruce Armenta        Yes  
Dale Maes             Yes  
Veronica Tso         Yes

## 8.0 EXECUTIVE/CLOSED SESSION

8.1 Pursuant to NMSA 1978, §10-15-1 H(2) of the 'Open Meetings Act', the 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.

No closed session was called for.

## 9.0 RECONVENE TO OPEN SESSION and POSSIBLE ACTION

9.1 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 called for, no reconvening is necessary.

## 10.0 ADVANCED PLANNING

### 10.1 Upcoming Events:

\*August 11, 2020 - Board of Education Meeting

## 11.0 ADJOURNMENT

### 11.1 Approval to Adjourn Current Board Meeting

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

#### ORIGINAL - Motion

Member (Tony DeHerrera) Moved, Member (Veronica Tso) 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

Tony DeHerrera	Yes
Bruce Armenta	Yes
Veronica Tso	Yes
Dale Maes	Yes

Meeting was adjourned at 6:28 p.m.

  
Board Member Signature

Board Pres.  
Title

August 11, 2020  
Date Approved