

MINUTES
BLOOMFIELD SCHOOL DISTRICT BOARD OF EDUCATION
BOARD WORKSHOP
Tuesday, September 18, 2018 (5:00 PM)

ROLL CALL

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

BOARD MEMBERS ABSENT:

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, September 18, 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 5:00 p.m.

2.0 BRIEFING and DISCUSSION ITEMS

2.1 Review Meeting Agenda - Dr. Mizell

The meeting agenda was reviewed with no changes noted.

2.2 Review Previous Meeting Minutes - Dr. Mizell

Minutes from the August 14, 2018 Board Meeting were reviewed with no changes noted.

2.3 Travel Requests for Actual Expenses - Dr. Mizell

Travel Requests were reviewed as follows:

- *NMPED SPED Director's Fall Academy
- *DODE Training
- *CES Facilities Managers Workshop
- *NAEHCY Annual Conference
- *Government to Government Meeting
- *AESA Annual Conference
- *Athletic Trainer Travel for SY 2018-2019

Mr. Linnens was present to clarify the request for travel expenses for the Athletic Trainer. He stated that there are instances where she must transport her own equipment (i.e.: taping & treatment table, AED (Automated External Defibrillator), and several bags of kits and supplies. There are only a few times a year that the Athletic Trainer would need to take her own vehicle and that is only if there is not room on the bus or in a coach's vehicle.

2.4 Finance Committee Briefing - Mrs. Maestas

Briefing includes the Business Consent Agenda with August Revenue and Expenditure Reports, the request to donate the Ford Explorer to the City of Bloomfield for use by the School Resource Officer, the request for Per Capita Feeder Route approval, and an update on the FY18 Financial Audit.

The Business Consent Agenda includes budget increase BARs and numerous maintenance BARs. The increase BARs are for incoming funds for FY19 Awards such as the Dual Credit Grant, Fresh Fruit and Vegetable Grant, and etc. The revenue and expenditure reports also include a report showing fund balances and check listing.

The request to donate the Ford Explorer to the City of Bloomfield is in collaboration with the effort to keep the District safe and secure. We are ensuring the District has adequate police representation. As part of the partnership the District would like to donate the 2013 Ford Explorer, valued at an estimated \$13,000 to the City for use by the contract SRO (School Resource Officer).

The District may provide per capita (per mile) reimbursement to parents/guardians when regular bus services are not available or are impractical. There are five (5) per capita feeder routes identified for the FY19 school year. The proposed reimbursements would total \$3,036.00 for the school year.

The financial audit is going well with the exit planned soon. As the media coverage has stated, there was an error discovered in the water bills from the High School, which has resulted in significant overcharging by the City of Bloomfield. The error has been traced back as having occurred over the last 5 years. The District is in the process of signing a MOU with the City for repayment of the overages. School enrollment is down by approximately 200 students which will impact the next school year. Most students are transferring out of state and most area school districts are seeing a decline in enrollment.

On October 15th there will be a SB9 Special Election Workshop with RBC Capital. We have invited other local districts that will be holding a special election as well to attend in hopes of collaborating and sharing some costs.

2.5 Activity Requests - Dr. Mizell

Activity Requests were reviewed as follows:

- *BHS Navajo Government to Fall Council Delegate Session

2.6 Fundraiser Requests - Dr. Mizell

Fundraiser Requests were reviewed as follows:

- Naaba Ani Elementary
 - *Library - Book Fair (Fall 2018 & Spring 2019)
 - *Library - Birthday Book Club
- Blanco Elementary
 - *Office - Little Caesar's Pizza & Cookie Dough Kits
- Mesa Alta Jr. High
 - *Yearbook - Sucker Sales
 - *MESA - Donorschoose.org for Donations
- Bloomfield High School
 - *Student Council - Krispy Kreme Doughnut Sales
 - *Student Council - Double Good Popcorn Sales
 - *Yearbook - Yearbook Sales, Senior Ads, & Business Ads
 - *JROTC - Pie, Gourmet Cheesecake & Fruit Basket Sales
 - *Cheer - Chick-fil-a Breakfast Tickets
 - *Theatre & Choir - Sponsorship Letters for Donations
 - *Theatre & Choir - Community Talent Show

2.7 Review Policy Revisions for K-1000 Public's Right to Know / IPRA / Freedom of Information - Mrs. Hernandez

The policy was updated at the December 2017 Board Meeting and revisions were presented at the August 2018 Board Meeting with a few changes noted. These changes are presented today for a request of final approval.

2.8 Additional Half Hour Workday for 2 Math EAs at MAJH - Mrs. Hernandez

An additional half hour is needed for two Math EAs at MAJH who are filling in as long term substitutes, the additional half hour is for bus duty to help ensure student safety and supervision.

2.9 Additional Sped Teacher for BECC - Mrs. Kluth-Clark

An additional SPED teacher is needed at BECC to meet student needs. There are 2 students who are considered high-need which are new to the District and the 3 year old enrollment is unpredictable at this time. Also, the District services Head Start and they plan on opening on time this year. Calls are already being received asking where services are. The position will be paid out of SPED and general operations.

2.10 Report & Discussion of District Activities - Dr. Mizell

Dr. Mizell distributed a typed report during the work session indicating the maintenance projects, athletics report and the personnel report of vacancies and new hires. The security measures are coming along nicely with most buildings having no immediate access to the student population. Upon arrival at a school site, you must be buzzed in, sign in, and then be buzzed into the main part of the building where students are. Gates and cameras will be installed at BHS. The gates that are currently installed will be equipped with a shock absorber bar to allow them to close after opening with no damage to the gates or injury to students. There will also be safety loops at BHS with entrance gates and exit gates to ensure the gates don't close on someone.

Fall sports are in full swing: football, volleyball, soccer, and cross country. Athletic participation is down, as is enrollment. With that, athletics seems to be going through a growing period with young players, which is a challenge. The Cross Country teams brought home first place in the Aztec Invitational!

The personnel report shows current vacancies as well as new hires for the District. With enrollment being down, we'll look at student population and class sizes in January. We'll be looking forward to natural attrition without layoffs if enrollment doesn't increase for managing the budget in the future. As an insight, the T&E will be changing taking into consideration only years of experience and training. And only teachers in the classroom will be able to be counted.

3.0 ADJOURNMENT

3.1 Adjourn Board Workshop

Meeting was adjourned at 5:53 p.m.