

MINUTES
BLOOMFIELD SCHOOL DISTRICT BOARD OF EDUCATION
BOARD WORKSHOP
Tuesday, June 11, 2019 (5:00 PM)

ATTENDANCE

BOARD MEMBERS PRESENT:	Dale Maes Cecilia (Elizabeth) Lier (Gomez) Veronica Tso Bruce Armenta
BOARD MEMBERS ABSENT:	Tony DeHerrera
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, June 11, 2019 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 Agenda for Current Board Meeting - Dr. Mizell

The meeting agenda was reviewed with changes noted.

2.2 Minutes of Previous Board Meeting - Dr. Mizell

Minutes from the May 14, 2019 Meeting were reviewed with no changes noted.

2.3 Travel Requests for Actual Expenses - Dr. Mizell

Travel Requests were reviewed as follows:

- *SRCL Grant Meeting with NMPED
- *Innovation Education Symposium
- *RDA/RAMS Summer Conference
- *Principals Pursuing Excellence (PPE)
- *Cooperative Educational Services (CES)
- *CPI Training
- *STARS Conference
- *NMASBO Fall Conference
- *NMASBO Winter Conference
- *NMASBO 2020 Spring Budget Workshop

2.4 Finance Committee Briefing - Mrs. Maestas

Briefing includes the Business Consent Agenda indicating Increase and Maintenance BARs for May. Reports include Revenue and Expenditures, Check Listing, and Credit Card Charges. The FY20 Operating Budget is also included for final review and approval.

The FY19 Per-Pupil Expenditures (PPE) policy and supporting data for calculations is presented for approval. State policy requires inclusion of per-pupil expenditures (PPEs) of Federal, State and local funds including actual personnel expenditures and actual non-personnel expenditures, disaggregated by source of funds. The policy will be included in the Finance Policy Handbook.

As in the past, Finance will be asking for blanket approval for all BARs. This allows for operations to flow smoothly without having to call numerous special meetings for BAR approval. All BARs are presented monthly at the Board Meetings.

And lastly, the FY19 Fixed Asset Inventory listing is included for review and approval. This report is required for the audit. The report indicates all fixed assets, the acquisition date, and depreciation.

2.5 Fundraiser Requests - Dr. Mizell

Fundraiser Requests were reviewed as follows:

Administration

*District Magazine

Bloomfield High School

*Girls Soccer - Youth Soccer Camp for ages 5-13

*Cheer - Solicitations for Donations/Sponsorships

2.6 Disposal/Sell of Vacuum Cleaners - Mr. Olivas

The vacuums are old and outdated and are no longer used in the District. Fleming Chemical Company has made an offer to buy the vacuums. This would allow for the vacuums to be deleted from inventory and the sale would generate funds.

2.7 YAFL Football - Mr. Linnens

Mr. Linnens spoke to the Board regarding the continuation of YAFL football, providing there are enough teams to allow for play time. If there aren't enough students interested then YAFL will refund their money and the District could have a 7th grade team. The cost to the District would be \$4,000-\$7,000 which includes pads, jerseys, and etc.

The purchase of new safety helmets for the BHS football team has begun. The helmets would be \$725 each with specialty fitting. The life span of the new helmets would be an estimated 5 years, where traditionally the life span is 2 years. Coaches will also receive training on how to fit the helmet to the player for maximum safety.

2.8 Policy Review GBEB Staff Conduct - Mrs. Hernandez

In policy advisory 167, HB 431 requires investigation and reporting of ethical misconduct by an employee and reporting of sexual assault or sexual abuse by employees, volunteers, contractors or contractor's employees to law enforcement.

2.9 Policy Review GBEBB Staff Conduct with Students - Mrs. Hernandez

In policy advisory 157, the recommended changes are due to number of publicized improper interactions in recent years with students by educational staff. The policy is being updated to include the concept of staff boundaries. The changes are made to the policy itself and the addition of the regulation and exhibits. The regulation (GBEBB-R) was added to introduce the expectations of the District regarding when and where boundaries are needed. The exhibits (GBEBB-EA and EB) provide examples, summarize expectations and indicate the prohibitions enforceable by the policy and regulations.

2.10 Policy Review GBK-R Staff Grievances - Mrs. Hernandez

In policy advisory 139, includes revised wording in bullet 5 indicating that the resolution of a grievance shall not be made public without agreement between the parties.

2.11 Policy Review GCA Professional Staff Positions - Mrs. Hernandez

In policy advisory 178, the clarification is added to 'licensed school employee' as being a teacher, administrator or instructional support provider.

2.12 Policy Review GCB Professional Staff Contracts - Mrs. Hernandez

In policy advisory 168, clarifying terms and provisions are addressed for HB 431 which defines employment contracts and their duration. The contracts are between the Superintendent and the employee, not the School Board and the employee.

2.13 Policy Review GCCF Sabbatical Leave - Mrs. Hernandez

In policy advisory 169, includes the addition of the statutory citation so that reference is made to the requirement that sabbatical leave study or travel approval must relate to the staff member's duties and be of direct benefit to the instructional program.

2.14 Policy Review GCF Professional Staff Hiring - Mrs. Hernandez

In policy advisory 170, the reference to the fingerprint requirement for criminal history background checks was added. The heading 'Reemployment Contract' was also added with the change in statute being that the reemployment or termination notice must be served on the employee fifteen (15) before the end of the school year.

2.15 Policy Review GCFC Professional Staff Certification and Credentialing Requirements - Mrs. Hernandez

In policy advisory 172, HB 431 modified policy to require the public school to pay for the cost of obtaining the criminal history records of all applicants, if offered employment, and makes a minor correction to where the requirement for others to be fingerprinted applies. There is also clarification added for convictions of felonies or misdemeanors, the expiration period, and the basis of denial, suspension or revocation of employment.

2.16 Policy Review GCH Professional Staff Orientation and Training - Mrs. Hernandez

In policy advisory 164, the modification is made to incorporate the requirements of training and development of staff awareness pertaining to restraint and seclusion and homeless student discipline respectively.

2.17 Policy Review GCMF Professional Staff Duties and Responsibilities - Mrs. Hernandez

In policy advisory 174, the addition of the duties of a licensed employee to the policy as found in HB 431.

2.18 Policy Review GCO-R Evaluation of Professional Staff Members - Mrs. Hernandez

In policy advisory 175, HB 227 requirement to adopt guidelines and procedure for the performance evaluation process is added. This must also include the effect of the use of personal and sick leave in accord with district policy.

2.19 Policy Review GCQ Professional Staff Termination of Employment - Mrs. Hernandez

In policy advisory 176, the policy reflects the amendment by HB 431 with regard to the notice of termination of professional employees fifteen (15) working days prior to the last day of the school year.

2.20 Policy Review GCQC Resignation of Professional Staff Members - Mrs. Hernandez

In policy advisory 177, the modification to indicate the amendment by HB 431 is reflected for the notice of termination of professional employees to be made fifteen (15) working days prior to the last day of the school year.

2.21 Policy Review GCQF Discipline, Administrative Leave, Termination and Discharge of Certified Staff Members - Mrs. Hernandez

In policy advisory 179, both HB 47 and 431 require changes. The change to the notice of reemployment or termination period is noted.

2.22 Policy Review GDB Support Staff Contracts and Compensation - Mrs. Hernandez

In policy advisory 180, a minor change was made to the definition of a support staff member.

2.23 Policy Review GDF Support Staff Hiring - Mrs. Hernandez

In policy advisory 151, requirements were added to transportation related employment. In policy advisory 171, the addition of requiring support staff to provide fingerprints in this policy to complete the general requirements for hiring was added.

2.24 Policy Review GDF Support Staff Qualifications and Requirements - Mrs. Hernandez

In policy advisory 173, the requirement by HB 431 to require that the public school pay for the criminal history report from fingerprinting an applicant offered employment as a support staff member was added.

2.25 Policy Review GDQD Discipline, Administrative Leave and Termination of Non-Certified Staff Members - Mrs. Hernandez

In policy advisory 181, the statutory changes to HB 47 and 431 apply. The addition of the heading 'Termination' was added with the steps involved.

2.26 Policy Review IJOC School Volunteers - Mrs. Hernandez

In policy advisory 182, HB 431 changed the requirement that the volunteer pay the cost of obtaining a background check.

2.27 Policy Review IKF Graduation Requirements - Mr. Summers

Updates for policy advisories 134, 162 & 183 from NMSBA. In policy advisory 134, the allowance of a course in computer science to satisfy one (1) unit in either mathematics or science but not both was implemented beginning with students entering ninth grade in the 2017-2018 school year. In policy advisory 162, the notation 'in accordance with 6.19.7 NMAC' was added. In policy advisory 183, the amendments for House Bill 664 are incorporated pertaining to 22-13-1.1 which allows approved work-based training or career and technical education courses that meet state academic content and performance standards to qualify as one of the requirements needed for graduation in each of the core areas (English, mathematics, or science).

2.28 Policy Review JFABD (Policy, Regulation, and Exhibit) Admission of Homeless Students - Dr. Mizell

In policy advisory 165, includes making all professional staff aware of the requirements including the section on disciplinary removal of homeless students only as a last resort. The regulation (JFABD-R) makes note of the ESSA ruling. Changes also indicate the contact person for the school district and a change in contact for the McKinney-Vento Representative. The exhibit (JFABD-EA) indicates the added duties of the liaison

2.29 Policy Review JGC Assignment of At-Risk Students to Classes and Programs - Dr. Mizell

In policy advisory 136, a new policy is introduced to address HB 301 and SB 213 for assistance in addressing students who have experienced 'disruption in the education process'. This policy also includes requirements from BH 411, focusing on those children in foster care and or those involved in the juvenile justice system.

2.30 Policy Review JLCD Administering Medicines to Students - Mrs. Hernandez

In policy advisory 154, an addition was made to reflect the recent Transportation Standards requiring a policy on where medications are to be placed in transportation vehicles and who is to use them, if necessary, during transportation. An added policy statement puts the responsibility for transporting medicine with the parent or guardian under most circumstances.

2.31 Policy Review JLCG Do Not Resuscitate Orders - Mrs. Hernandez

In policy advisory 155, a new policy and regulation (JLCG-R) was introduced. A School Board's responsibility is to protect the health and well-being of all students and school personnel. However, a 'Do Not Resuscitate Order' judgment is best made by a physician in the context of a clinic, hospital or other medical facility.

2.32 Report & Discussion of District Activities - Dr. Mizell

Dr. Mizell distributed a typed report indicating the maintenance projects and the personnel report of vacancies and new hires. The maintenance projects include roof repair updates for BHS and Naaba Ani. The old softball field at BHS was demolished, thanks to Envirotech. An Asset & Loss Prevention Tech was hired. The failing alarms in the freezers at BHS were addressed with Honeywell. The playground area at BECC has been prepped for new playground installation.

The personnel report indicates 2019-2020 vacancies. Advertising is still well underway to gain qualified candidates. The new hires were also listed which shows several employees moving within the District.

3.0 ADJOURNMENT

3.1 Adjourn Board Workshop

Meeting was adjourned at 5:58 p.m.