

**MINUTES OF THE REGULAR MEETING
BOARD OF EDUCATION
SPRINGER MUNICIPAL SCHOOLS**

November 14, 2018

Members Present:

Robert Tafoya, President
Monica Burton, Vice President
Zita Rae López, Member
Joe Apodaca, Member

Staff Present:

Albert Martinez, Superintendent
Rebecca Rigoni, Business Manager
Lenore Montoya, Assistant Business Manager
Mary García, Title I Educational Assistant/Librarian
Elizabeth (Liz) Lucero, Jr. / Sr. High School Secretary
Christina Vigil, Jr. / Sr. High School Dean of Students
Laura Cordova, Elementary Principal
Steve Montoya, History/English
Rebecca Ramirez, Health, Science, Math

Members Absent:

Ronnie Gurule

Guests:

Martha Ramirez and Tim Trujillo.

Call to Order

Mr. Tafoya called the meeting to order at 5:30 p.m.

Pledge of Allegiance

Mr. Tafoya led those assembled in Pledges of Allegiance (to the American and New Mexican flags in English and Spanish).

Roll Call

Roll call was taken with Mr. Gurule absent.

Approval of Agenda

Ms. Lopez moved to approve the Agenda as presented. Ms. Burton seconded. Motion carried by unanimous vote

Approval of Minutes

Mr. Tafoya asked if there were any additions or corrections to the minutes of the Regular Meeting of October 10, 2018. Ms. Burton moved to approve the minutes of the Regular Meeting of October 10, 2018 as presented. Mr. Apodaca seconded. Motion carried by unanimous vote.

Financial Report

Ms. Rigoni, Business Manager, presented the Board with Budget Adjustment Requests: 010-000-1819-0014-I and 010-000-1819-0015-M. Ms. Burton moved to approve the BAR's for October.

Ms. Lopez Seconded. Motion carried by unanimous vote. Accounts Payable: Ms. Rigoni presented the Accounts Payable for October 2018. Ms. Burton moved to approve the Accounts Payable for October 2018. Ms. Lopez seconded. Motion carried by unanimous vote.

Public Comment

Mr. Tim Trujillo was in attendance of the meeting to invite all of the classes to enter into the Christmas Light Parade that is being facilitated by the Springer Chamber of Commerce. The parade will be on December 15, 2018 and the winners will be announced at a community movie also put on by the Springer Chamber of Commerce on December 16, 2018.

Administrative Reports

Mr. Tafoya presented Ms. Cordova with a \$50 donation to be used for the Elementary Christmas Program.

Unfinished Business

NMSBA Policy #164 – 2nd reading – Ms. Burton moved to approve policy #164 Professional Staff Orientation and Training. Mr. Apodaca seconded. Motion carried by unanimous vote.

NMSBA Policy #165 – 2nd reading – Ms. Burton moved to approve policy #165 Admission of Homeless Students. Mr. Apodaca seconded. Motion carried by unanimous vote.

New Business

- A. 2 Year Extension of 5 Year Facility Master Plan – Mr. Martinez explained to the board that prior administration failed to submit our application to renew our Facility Master Plan within the allotted time. As a result we have been instructed by PSFA to extend our current 5 Year Plan for 2 additional years. Ms. Lopez moved to approve the 2 Year Facility Master Plan Extension. Ms. Burton seconded. Motion carried by unanimous vote.
- B. Reduction in Force Professional Staff Policy – Ms. Burton moved to approve the Reduction in Force Professional Staff Policy. Mr. Apodaca seconded. Motion carried by unanimous vote.

***** Mr. Gurule joined the meeting currently in session at 6:06 p.m.

- C. Reduction in Force Certified Employees Policy - Ms. Burton moved to approve the Reduction in Force Certified Staff Policy. Mr. Apodaca seconded. Motion carried by unanimous vote.
- D. Reduction in Force Non-Certified Employees Policy - Ms. Burton moved to approve the Reduction in Force Non-Certified Employee Policy. Mr. Apodaca seconded. Motion carried by unanimous vote.
- E. Reduction in Force Selection Criteria Matrix - Ms. Burton moved to approve the Reduction in Selection Criteria Matrix. Mr. Apodaca seconded. Motion carried by unanimous vote.

Closing-Advanced Planning

The next regular meeting will be held on Wednesday, December 12, 2018, at 5:30 p.m. in the Administration Board Room.

Adjournment

Ms. Burton moved to adjourn the meeting at 6:18 p.m. Ms. Lopez seconded. Motion carried by unanimous vote.

Signed: 
Robert Tafoya, Vice President

Attest: 
Ronnie Gurulé, Secretary

Approved: December 12, 2018