MINUTES OF THE REGULAR MEETING  
Board of Education  
Farmington Municipal Schools District Number Five  
Thursday, October 13, 2016

MEMBERS PRESENT:
Kyle Rhodes, President  
Mike Isaacson, Vice President  
Robyn Hoffman, Secretary  
Bill Young, Deputy Secretary  
Sherry Galloway, Member

MEMBERS ABSENT:

OTHERS MEETING WITH THE BOARD:
Gene Schmidt, Superintendent  
Phil Valdez, Deputy Superintendent  
Randy Bondow, Chief Financial Officer  
Rick Horacek, Executive Director of School Improvement  
Ted Lasiewicz, Chief of Operations  
Chris Pash, Executive Director of Human Resources  
Charles Thacker, Executive Director of Technology  
Valerie Tulley, Executive Director of Curriculum and Instruction  
Cindy Lyons, Administrative Assistant

ABSENT:

WORK SESSION – 3:00 P.M.

Board members met with consultant Hugh Prather during the work session to begin the policy formation of the Board Self-Evaluation Process.

REGULAR BOARD MEETING: 5:15 P.M.

CALL TO ORDER
Mr. Rhodes called the regular Board meeting to order at 5:15 p.m. Ms. Julia Baird led the Pledge of Allegiance and the New Mexico State flag salute.

WELCOME TO GUESTS
Mr. Rhodes welcomed everyone to the meeting.

CONSIDERATION TO ADOPT THE AGENDA
Superintendent Gene Schmidt recommended the agenda be adopted as written.
CONSIDERATION TO APPROVE THE MINUTES OF THE SEPTEMBER 22, 2016 REGULAR BOARD MEETING AND THE OCTOBER 3, 2016 SPECIAL BOARD MEETING

Dr. Schmidt recommended the Board approve the minutes of the September 22, 2016 regular Board meeting and the October 3, 2016 Special Board meeting as written.

It was moved by Ms. Galloway, seconded by Mr. Isaacson, to approve the minutes of the September 22, 2016 regular Board meeting and the October 3, 2016 Special Board meeting as written. The motion carried unanimously.

RECOGNITION OF STUDENTS, STAFF AND PATRONS

Farmington School Resource Officer Ron Paquin stated the Farmington School District has been actively involved in the annual Toys For Tots drive for the last six years. Officer Paquin stated the level of community involvement has increased significantly over the last six years due to Daniel Fear’s suggestion of placing performing Arts groups inside area stores supporting the Toys For Tots program. The suggestion has placed the District’s Arts programs back into the public view. Officer Paquin introduced Mr. Jason Crawford, Local Toys For Tots Organizer. Mr. Crawford reported the Farmington program was recognized last year on a national level as Campaign Site of the Year. The nation-wide recognition was received because of Mr. Fear’s idea of students playing and singing in stores. Not only has the income of toys tripled during these events, the donations received increased ten times. Mr. Crawford stated the Toys For Tots program spends $.97 of every dollar collected with $.03 going towards storage. 800 locations throughout the nation now participate in this manner all because of the Farmington campaign and Farmington Municipal Schools.

Superintendent Schmidt introduced NMPED Secretary Hanna Skandera and Farmington High School English Instructor Stephanie Jaquez. Ms. Jaquez is one of sixteen teachers who are finalists for the Golden Apple Award for Excellence in Teaching. The next stage in the selection process is for each finalist to be visited by a team of three members of the 2017 Nomination and Selection Committee. Seven recipients will be announced in November. All candidates have gone through two rounds of evaluation based on their written applications, so for Ms. Jaquez to have progressed to this level indicates that she is a superlative teacher. Secretary Skandera stated it is a great accomplishment to be a Golden Apple Finalist.

President Rhodes announced that the Farmington Municipal Schools Board of Education had been selected as the New Mexico School Boards Association School Board of the Year. Secretary Skandera stated she has never seen a Board with the alignment with the community as Farmington, which is a reflection of everyone here. President Rhodes thanked the FMS Staff who makes the Board look good. Ms. Skandera stated that Farmington Municipal Schools is leading the way, is the fastest growing District state-wide in student improvement and she is very proud of the District.

EDITING AND ADOPTION STEPS: CONSIDERATION TO APPROVE THE PROPOSED 2016-17 SY PRE-K HANDBOOK

Executive Director of Curriculum and Instruction Valerie Tulley stated there were not an edits to the Pre-K Handbook that was presented at the September 22, 2016 Board Meeting.

Dr. Schmidt recommended the Board suspend the rules for policy development and move to the adoption step.
It was moved by Ms. Hoffman, seconded by Ms. Galloway, to suspend the rules for policy development and move to the adoption step. The motion carried unanimously.

Dr. Schmidt recommended the Board approve the 2016-17 SY Pre-K Handbook as presented.

It was moved by Ms. Galloway, seconded by Mr. Isaacson, to approve the 2016-17 SY Pre-K Handbook as presented. The motion carried unanimously.

EARLY RELEASE BRIEFING TO THE BOARD WITH RECOMMENDATION TO CONTINUE

Dr. Schmidt presented the Board with copies of feedback from Principals and staff supporting the benefits of the early release days. Principals and staff worked on improvement in planning, training in the SAT process, worked on 90-day plans, analyzed student data and developed Tier 1 instruction and intervention, Tier 2 intervention and matching an adequate level of rigor. All teachers were surveyed after each early release day. Surveys from two of the trainings indicated 81% (9/12/16) of staff agreed or strongly agreed training was beneficial. Results from the September 26th training showed 71% of staff agreed or strongly agreed training was beneficial. Ms. Galloway stated that one of the suggestions was to release the students at 11:30 a.m., but she supports the 1:00 p.m. release so students can be provided a lunch. Ms. Galloway stated that maybe next year a couple of whole day training days could be provided, as most of the staff stated that two hours is just not enough time. Ms. Galloway stated she was happy to see the last survey indicated everyone was on-board with training. Farmington High School Principal Tim Kienitz stated the FHS leadership wanted to communicate the benefits of the training before and after the fact. Mr. Kienitz introduced and recognized FHS Assistant Principal Kristi Burns for her production of a video that captured what teachers gained. Ms. Burns presented the video to the Board. Piedra Vista High School Dave Golden stated the early release time allows teachers the chance to collaborate, which is such an important piece as the District moves forward in student improvement. Deputy Superintendent Phil Valdez stated Farmington Municipal Schools is in the forefront in a lot of areas with many new programs added over the last ten years without extending the workday. Ms. Hoffman stated she doesn't know how the teachers have been successful without this time built into their schedule. The training is absolutely necessary for success. Mr. Isaacson stated he likes the emphasis on the Professional Learning Communities (PLC).

Dr. Schmidt recommended the Board approve the continuation of the Early Release Mondays for the remainder of the 16-17 school year.

It was moved by Mr. Isaacson, seconded by Mr. Young, to approve the continuation of the Early Release Mondays for the remainder of the 16-17 school year. The motion carried unanimously.

SUPERINTENDENT, STAFF AND BOARD

Superintendent Schmidt reported he attended the Nashville Academies with School Board member Robyn Hoffman and San Juan College High School Liaison Natalie Stark. Dr. Schmidt stated a better understanding of the Student Ambassadors program, the value of 9th grade academies, potential opportunity provided by career clusters in high school, how
Senior Capstone projects are accomplished and how businesses are engaged in the school routine were presented. The Family Leadership Institute training was held September 30 and October 1, 2016 with Consuelo Kickbusch. Parents responded well to the District’s invitation to participate in training. Dr. Schmidt thanked San Juan College and ENLACE for hosting the event and Ms. Tulley for coordinating and planning the training. The next training at San Juan College will be in November. Families will learn about the importance of visualizing a future that includes a pathway for higher education. Teachers Pursuing Excellence training is set for October 15th. This year marks the second year of training for Animas Elementary and Heights Middle School. Dr. Schmidt reported the recent Legislative Special session would have a $1.1 million impact to the District’s budget. Conversations with Principals and Department Heads have begun as a strategy to gather possible budget reduction ideas.

Dr. Schmidt introduced Bobbie Zemanek-White and Donna Linnens with the Three Rivers Education Foundation. Ms. Zemanek-White stated the Three Rivers Foundation applied for and received funding through the Community Literacy Plus Grant on behalf of the Farmington School District and other area school districts. The grant provides funding to engage teachers and parents in after school and community-based tutoring; community reading events; little free libraries; early childhood literacy; professional development; book distribution; reading achievement and readiness; and parent workshops. Dr. Schmidt stated the grant program falls in line with the District’s Pillars for Success - Engaging Parents and Community. Ms. Galloway expressed her concern as to how the program lines up with current curriculum, e.g. 95% Group, and giving teachers time to master the curriculums in place before introducing something new. Ms. Zemanek-White explained the curriculum has the State common core standards built in. Mr. Rhodes stated the District doesn’t want to implement new programs that do not line up with current programs. Executive Director of Curriculum and Instruction Valerie Tulley stated the grant program could help drive the District’s tutoring program. Community Literacy Plus funds cannot be used for transportation of students. Ms. Tulley explained the time lapse between students let out of school and teachers off contract is an issue for the District.

Deputy Superintendent Phil Valdez reported the Principals Pursuing Excellence Cohorts 3 & 4 is underway. Mr. Valdez stated working with the high schools was very impressive. Mr. Kienitz stated the level of support from the State Education Department is very focused and collaborative. Mr. Golden stated the training was very intense, guided and purposeful work that he has never experienced before. Mr. Kienitz stated the 90-day plans help focus on the priorities and has become the way Farmington does business. Mr. Valdez stated the Board Policy Review is nearing completion. Policies would be brought to the Board at a future meeting for overall adoption.

Chief of Operations Ted Lasiewicz presented three additional options to the option presented at the September 22nd Board Meeting for discussion on the McCormick Elementary Addition/Renovation. Option 2 Design includes two oversized spaces to accommodate future Pre-K Classrooms; Option 3 Design adds a new Pre-K Classroom, increasing the gross square footage to 12,680 from 11,530; and Option 4 Design adds a new Pre-K Classroom increasing the gross square footage to 12,940 from the original proposed 11,530. Ms. Tulley stated with the expansion of the District’s Pre-K programs the District is competing with our own community, which is a concern. Ms. Tulley stated the District should work in partnership with the community. McCormick Principal Lyn White stated there are currently 18-20 Pre-K McCormick students who participate in the Pre-K program at Esperanza. The program works very well at Esperanza. Option 2 Design allows for future Pre-K programs and is the easiest. Mr. Lasiewicz reported staff has begun working on the February 7, 2017 Bond Election, i.e. where to market and number of polling
stations. Mr. Lasiewicz reported the welding students and Instructor Anna Wilson are planned to be involved in the building of the gates at Farmington High School, working with the contractor and architects as on-site education.

Chief Financial Officer Randy Bondow reported San Juan College ENLACE Program has become a third party registrar and would be working with high school students in registering them to vote over the next couple of months. Mr. Bondow explained the costs for elections to the District are very expensive and multiple polling places increase the cost. The 2015 Board election with one poling place was $22,000; 2014 Bond election with five poling places was $50,000 with the majority of voters using Central Administrative Offices and the Farmington Museum. Mr. Bondow recommended the Board consider two polling places (Central Administration Offices and the Farmington Museum) with a decision by the October 27th Board Meeting.

Executive Director of Curriculum and Instruction Valerie Tulley reported staff has been very involved in a lot of professional development. The professional development provided on the early release days has provided a non-threatening partnering with teachers. Letters Training, 95% Group, and Agile Minds training are some of the training sessions that have been held.

Executive Director of School Improvement Rick Horacek explained the data analysis planned for Friday, October 14 provides for teachers and principals a review of every student, every answer for the compilation of an Action Plan. All students performing less than 59 go on an Action Plan, which outlines what the teacher is going to do to help the students to improve. The data analysis, reviews and action plans take a lot of work but the teachers are invested in the process for student improvement. Mr. Horacek thanked the Board for providing the day for teachers do the data analysis. Ms. Hoffman thanked Mr. Horacek for his hard work, as the principals rely on him greatly.

Executive Director of Technology Charles Thacker reported the USAC/E-rate application is making slow progress, but is moving forward.

Mr. Young reported he attended the Family Leadership Institute on September 30th-October 1st. Mr. Young thanked Ms. Tulley for coordinating the event. Thirty families attended the training and it was a great experience to observe. Mr. Young stated he continues to work with the high school students from Farmington High School and Piedra Vista High School in the BA/MD Program at UNM.

Ms. Hoffman reported she too attended the Family Leadership Institute on September 30th-October 1st and the Academies of Nashville, as mentioned by Dr. Schmidt. Ms. Hoffman stated partnering with businesses, e.g. internships were a key component of the program. Getting organizations and businesses involved with the schools aids in the development of career pathways. The creation of a functioning student-managed credit union within the school where staff and students could deposit funds was one example.

Mr. Rhodes reported the Board met with consultant Hugh Prather during the work session to begin the policy formation of the Board Self-Evaluation Process. A survey of selected staff members will be conducted the week of the 17th through the 23rd to measure how effective the Board is. The Board will review the survey results at the October 27th Work Session and continue working on the policy development.

CONSENT AGENDA
Dr. Schmidt recommended the Board approve the items 9a through 9i on the consent agenda.

It was moved by Mr. Isaacson, seconded by Mr. Young, to approve items 9a through 9i on the consent agenda. The motion carried unanimously.

**CONSIDERATION TO ADOPT A RESOLUTION TO AMEND AND EXTEND PROJECT FOR NEW MEXICO DEPARTMENT OF TRANSPORTATION COOPERATIVE AGREEMENT FY SY 2015-16 (PROJECT #SP-5-16-202)**

Mr. Lasiewicz stated the District would like approval to move funds from Heights Middle School to Farmington High School as staff is still working with a developer on drainage issues at Heights Middle School. Ms. Galloway stated that the Finance Committee met, reviewed and accepts the recommendation to approve the resolution to amend and extend project for NM Department of Transportation Cooperative Agreement.

Dr. Schmidt recommended the Board adopt the resolution to amend and extend the project for New Mexico Department of Transportation Cooperative Agreement for SY 2015-16 (Project #SP-5-16 202).

It was moved by Ms. Galloway, seconded by Mr. Isaacson, to adopt the resolution to amend and extend the project for New Mexico Department of Transportation Cooperative Agreement for SY 2015-16 (Project #SP-5-16 202). The motion carried unanimously.

**CONSIDERATION TO ADOPT A RESOLUTION AMENDMENT TO PROVIDE MATCHING FUNDS FOR NEW MEXICO DEPARTMENT OF TRANSPORTATION COOPERATIVE AGREEMENT FY SY 2016-17 (PROJECT #SP-5-17-202)**

Mr. Lasiewicz stated the District would like approval for additional funds for Farmington High School, which will provide paving east of the field house. Mr. Lasiewicz added the State of New Mexico would match funding. Ms. Galloway stated that the Finance Committee met, reviewed and accepts the recommendation to approve the resolution amendment to provide matching funds for NM Department of Transportation Cooperative Agreement.

Dr. Schmidt recommended the Board adopt the resolution amendment to provide matching funds for New Mexico Department of Transportation Cooperative Agreement for SY 2016-17 (Project #SP-5-17 202).

It was moved by Ms. Galloway, seconded by Mr. Young, to adopt the resolution amendment to provide matching funds for New Mexico Department of Transportation Cooperative Agreement for SY 2016-17 (Project #SP-5-17 202). The motion carried unanimously.

**READING STEP: CONSIDERATION TO APPROVE PROPOSED CHANGES TO BOARD POLICY SECTIONS 3.28.2 AND 3.28.3**

Secondary Curriculum Director Janet Hunter presented the proposed changes to Section 3.28.2 and 3.28.3 of Board Policy. Ms. Hunter stated the proposed changes follow the graduation requirements from the NM Public Education Department. A link will be included to the NMPED website/graduation requirements, which will alleviate updates in the District’s policy when NMPED updates their requirements. Proposed policy changes will be presented at the October 27th Board Meeting for editing and adoption.
Mr. Rhodes introduced New Mexico Virtual Academy (NMVA) Administrator Carla Moralez. Dr. Schmidt stated the New Mexico Virtual Academy has submitted a Renewal Application for Re-authorization of the District Charter. NMVA was invited to address some of the questions the Board has regarding the renewal of the charter. Ms. Moralez thanked the Board for the opportunity to answer their questions regarding the NMVA District Charter Renewal. Mr. Rhodes stated the Board thought it was important for NMVA to know the questions and concerns.

Mr. Rhodes stated the first question has to do with a RFP contract with K12 as a sole source provider of educational products and services. Ms. Moralez stated per the NMVA Financial Director who was involved in the process, NMVA did choose K12 as a sole source curriculum provider. Documentation was provided by legal counsel, posted on NMVA’s website as a sole source approved by NMVA’s Governing Council on January 27, 2016. At the request of Dr. Schmidt and Mr. Valdez, NMVA is currently putting together a RFP for educational products and services. Ms. Moralez stated NMVA want to do whatever is ethical and reasonable. Mr. Isaacson asked if there would be an RFP for the curriculum for the new Charter. Ms. Moralez responded yes, absolutely. NMVA employed an independent third party procurement expert contracted to review the Charter and the sole source agreement. It was concluded that due to the specifics outlined in the Charter, as well as the proprietary nature and tenured relationship with K12, they were the sole source able to meet the needs of the school. Due to the concerns raised by Farmington Municipal Schools, the NMVA Governing Council discussed it with legal counsel at a September 16, 2016 meeting. Mr. Rhodes asked Mr. Palmer the reasoning of NMVA’s purchasing the K12 educational products and services in the beginning. Mr. Palmer stated that at that time K12 was the only company who could provide that type of service. K12 was chosen with extensive legal research. NMVA was the first virtual school in the State. There are now three virtual schools in the State, two of which use the K12 software and one uses Connections software. Mr. Isaacson stated there would be two companies NMVA could obtain proposals from and if the annual contract is over $60,000 the RFP must be advertised per State Statute. Ms. Moralez did not know the amount of the annual contract, but would provide the documentation for sole sourcing the contract to K12. Ms. Moralez also stated she would also request NMVA’s legal counsel to attend the next meeting. Ms. Moralez stated her predecessor had agreed to attend CPO training, but to her knowledge did not complete the training. Mr. Bondow stated he is the CPO for Farmington Municipal Schools with Bobbi Newland and Laurie Warnke as back ups.

Mr. Rhodes asked when the K12 contract expired and when did NMVA sign the current contract. Mr. Palmer stated NMVA signed the current four-year contract three to four months ago. Mr. Isaacson asked how NMVA incurs a new contract if NMVA did not know yet if their Charter is going forward. Mr. Palmer stated there is a provision in the contract that allows NMVA to back out if their Charter is not renewed. Mr. Rhodes asked if NMVA had a Certified Procurement Officer at that time. Mr. Palmer replied no. Ms. Moralez stated that because NMVA uses the Vigil Group, Michael Vigil acted as oversight. Mr. Isaacson asked if NMVA advertised the contract renewal. Ms. Moralez responded no because of the sole source provision. Ms. Moralez stated that Dr. Schmidt had offered NMVA the services of Farmington Municipal Schools CPO and she would like to accept the offer. Mr. Valdez stated the District would prepare a Memorandum of Understanding to use District services. Ms. Moralez stated NMVA is trying to cooperate with FMS and are doing everything they can to comply. Ms. Moralez explained when NMVA first started FMS offered office/classroom space at the CATE Center. When that space did not become available NMVA leased their current location on Sullivan Avenue. NMVA has renegotiated their lease.
with a provision that allows them to be released should a location become available through FMS. NMVA is amenable to FMS providing space. Dr. Schmidt stated space could be found to house NMVA and it could be notated through the renewal process that NMVA would be located in a public school facility. Mr. Palmer stated concerns for NMVA’s large electronic equipment that must be housed along with internet servers that are imperative for their operation. NMVA has seen an increase of credit deficient students enrolling over the past four years; 98% of students enrolled the past two school years enrolled behind in credits. Students who have enrolled from other schools have been successful in pulling up their grades, a trend seen overall. NMVA’s enrollment process includes academic support services, an on-line virtual orientation that welcomes the student to on-line learning before they have any classes, and students are provided an on-boarding manual so they know what to expect and get an idea of what on-line learning is. They are required to attend an orientation and parents are required to attend a one-on-one meeting with the intake teacher who will be the student’s homeroom teacher if that student is accepted. The homeroom teacher monitors the student’s data and keeps them on track. NMVA uses Trackers, a program that records everything, e.g. grades, how long in virtual class, how long on computer, etc.

Mr. Rhodes expressed his concern for K12 operated schools that had a graduation rate of 33 percent. Data for NMVA shows a graduation rate of 37.5% (2014) and 38% (2015). Mr. Rhodes asked why would the District want to approve a contract with K12. Ms. Moralez explained K12 ‘operated’ schools operate like NMVA, but do not manage NMVA. NMVA after much research, found K12 to be the best in the nation. Other concerns of the Board included no strategy in the renewal application on how NMVA plans to improve student achievement; three math teachers to instruct 500 students; and whether or not staff is highly qualified. The continuation of the reauthorization of the District Charter discussion is planned for the October 27, 2016 Board Meeting.

**DISCUSSION OF BUDGET IMPACT FROM 2016 SPECIAL LEGISLATIVE SESSION**

Dr. Schmidt stated with the Special Legislative Session complete, it is unclear what the exact State shortfall is, but it is estimated the shortfall is between $400-800m. Work that was accomplished in the Special Session accounted for an estimated $400m and it is believed that the January 2017 Legislative Session will have to account for another $400m, with an additional one-half billion dollar shortfall for the 2017-18 SY. The District will have to look at budget reductions for this year along with the next several years. The Legislators decided on a 1.5% reduction in SEG (State Equalization Guarantee – Student money by unit value paid monthly by State of New Mexico) from public schools. This would result in a reduction of the District’s SEG by $1.1m if the State does not sweep cash in January. The District currently has $6.2m in cash reserves, money that is accounted for to make the June and July payrolls, and monies loaned out to other funds until Federal reimbursement is received. Administration must come back to the Board with a plan for a $1.1m reduction this year, or come back with a change in the approved budget to draw those monies from cash reserves. The NM Public Education Department’s budget has also been drastically cut by $22-25m. Approximately $89m is coming from education with remaining cuts to other departments, i.e. construction, etc. Dr. Schmidt commended the Board for being very fiscally responsible. Dr. Schmidt explained the Governor has not yet signed the legislation and there could be be some line item veto and changes to other funds to loosen controls as to how districts can spend the money. Dr. Schmidt recommended staff draft a plan to present to the Board to include communicating with Legislators how this fuels and supports our community, how difficult it is to recruit quality staff for all business, not just schools. Budget cuts to the education department limits the number of people who return to the community and moves the community backwards as a
whole. Mr. Bondow suggested the Budget Committee revisit the budget. Prioritization of public education over other things, i.e. construction projects, etc., needs to be relayed to Legislators. It was suggested that a position paper be prepared by a delegation from all school districts in the four corners area. Ms. Galloway reported she attended the meeting with Legislators who met with area school districts. Ms. Galloway suggested everyone contact their Legislator with their concerns. Mr. Young stated he would contact the New Mexico School Boards Association group about leading this initiative.

**EXECUTIVE SESSION – 9:23 P.M.**

Mr. Rhodes stated that the Farmington School Board would adjourn into Executive Session pursuant to NMSA 1978 10-15-1 H (2) and (7) specifically to discuss limited personnel matters related to allegations of employee misconduct and pending or threatened legal matters for defense of suits by former employees. No action will be taken.

It was moved by Ms. Hoffman, seconded by Ms. Galloway, to adjourn into Executive Session pursuant to NMSA 1978 10-15-1 H (2) and (7) specifically to discuss limited personnel matters related to allegations of employee misconduct and pending or threatened legal matters for defense of suits by former employees. The motion carried with the following vote – Ayes: Ms. Galloway, Mr. Young, Ms. Hoffman, Mr. Isaacson, and Mr. Rhodes. Nays: None. Motion carried.

**RECONVENED – 9:33 P.M.**

Upon reconvening the meeting, President Rhodes stated that while in executive session the Board only discussed limited personnel matters related to allegations of employee misconduct and pending or threatened legal matters for defense of suits by former employees. No action was taken.

**ADJOURNMENT**

It was moved by Ms. Galloway, seconded by Mr. Young, to adjourn. The motion carried unanimously.

There being no further business to come before the Board, the meeting adjourned at 9:34 p.m.

**ADJOURNMENT**

Attest ___________________________ Signed ___________________________

Robyn Hoffman, Secretary Kyle Rhodes, President

Approved: October 27, 2016