

Northwest Regional Education Cooperative #2
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NWREC#2 Governing Council Meeting
1112 Plaza del Norte, Espanola NM
LANL Foundation
April 11, 2019

Minutes:

I. Call Meeting to Order

Mr. Anthony Casados called the NWREC#2 Governing Council Meeting to order at 9:13 a.m.

II. Determination of Quorum

A quorum was determined with the following districts represented:

Chama Valley Schools
Cuba Schools
Dulce Schools
Jemez Mountain Schools
Mesa Vista Schools
Peñasco Schools
Questa Schools
Taos Schools- conference call

Superintendents/Designees in Attendance:

Mr. Casados – Chama Valley Schools
DR. Karen Sanchez-Griego -Cuba Schools (Conference Call)
Mrs. Pamela Montoya-Dulce Schools
Mr. Dan Padilla- Jemez Mountain Schools
Mr. Joe Gurule- Mesa Vista Schools
Mr. Marvin MacAuley- Peñasco Schools
Mr. Michael Lovato-Questa Schools
Dr. Lillian Torrez- Taos Schools

Others Present:

Mrs. Valerie Trujillo-NWREC#2
Mrs. Vicky Abreu, NWREC#2
Mr. Tom Savage, NWREC#2
Mrs. Kalinda Beach, NWREC#2

III. Nomination and election of Vice President

Mr. Casados open the floor for nominations for Governing Council Vice President. Mr. Michael Lovato from Questa Schools was nominated. Mr. MacAuley made a motion to approve the nomination. Mr. Gurule seconded the motion. The motion carried unanimously.

IV. Approval of Agenda

Mr. Casados asked for approval of the agenda with amendments amended for two non-action, informative presentations.

The agenda was amended to reflect two additional presentations: 1) Mr. Adan Delgado of the New Mexico PED, presentation and discussion for the extended school year, and; 2) Dr. Mercy Alarid, United States Census presentation was added.

Mr. Lovato made a motion to approve the NWREC#2 Agenda as amended. Mr. Gurule seconded the motion. Motion carried unanimously.

V. Approval and Signature of Minutes

a. Minutes for February 7, 2019

Mr. Gurule made a motion to approve the NWREC#2 meeting minutes for February 7, 2019. Mr. Lovato seconded the motion. Motion carried unanimously.

b. Minutes for March 12, 2019

Mr. MacAuley made a motion to approve the NWREC#2 meeting minutes for March 12, 2019. Mr. Gurule seconded the motion. Motion carried unanimously.

VI. Executive Director's Report- Valerie Trujillo- Attached

VII. Educational Coordinator's Report- Vicky Abreu- Attached

Presentation 1) as amended to the Agenda

Mr. Adan Delgado, Deputy Secretary for Finance and Administration, of the New Mexico Public Education Department presented the new extended school year and K-5 plus program. Information regarding the process for districts to apply was discussed. Dr. Torrez asked about the training “Boot Camp” that is available for the program. Mr. Delgado answered questions regarding the availability of funding.

VIII. Financial Report- Tom Savage- Attached

IX. Approvals

a. 19-20 NWREC#2 Salary Increases

Mrs. Trujillo made the recommendation to the board to not increase salary/wages. Mr. Casados expressed concern over this discussion due to the increase in healthcare cost it would be a pay cut for employees. Mr. Casados asked the council if they would be willing to increase their SDAA funds to the NWREC#2 from all the districts to help support the increase. Mr. Lovato agreed to the funding. Mr. Casados asked Mr. Savage to compile more information and the matter will be re-visited for the June Governing Council.

b. Sole Source Procurement #90-S6711-19-CP041

Special procurement due to a catering situation for an event in which a vendor had to be paid to do the place where in event was held in Farmington.

Mr. Gurule made a motion to approve the procurement. Mrs. Torrez seconded the motion seconded the motion. Motion carried unanimously.

c.-h. Budget Adjustment Requests 990-000-1819-0014 I through 990-000-1819-0019 T

BARs were reviewed and considered for approval as a group.

Mrs. Torrez made a motion to approve the BARs. Mr. Padilla seconded the motion seconded the motion. Motion carried unanimously.

i. Check listing Report

Mr. Padilla made a motion to approve the check report. Mr. MacAuley seconded the motion seconded the motion. Motion carried unanimously

Recess for lunch at 11:32 at La Cocina Restaurant

Governing Council Re-convened from lunch at 1:16 pm. No Action items were discussed, and no action was taken.

Presentation 2) as amended to the Agenda

a. Dr. Mercy Alarid presented for the United States Census Bureau. She shared statistics and the online resources that were available to school districts. There was a PowerPoint video she shared from the 2020 Census Bureau.

X. Review, Discussion, Revise, and Approve NWREC#2 Mission and Vision- on file

Mrs. Trujillo asked the council to help revise and revamp the mission and vision of the NWREC#2 for the debut of the new website. The subject will be reviewed for the June Governing Council meeting. No action taken at this time.

XI. Review and Discussion of NWREC#2 19-20 Budget

NWREC#2 cash balance was discussed. Mrs. Garcia proposed to the council to forgo the Special Education and School Business Officials Leadership Academy or to cut-back on the duration of the event to save money in the budget. Hosting an Academy for only the Fall Session was discussed as a possibility. No immediate action taken at this time.

XII. Review and Discussion of SDAA Funding and Percentages Restructuring

SDAA funding and percentages were discussed. Mr. Lovato stated he wished to have a report for the percentage or evaluation of what districts were spending or reverting to NMPED. Mr. Casados asked NWREC #2 staff to prepare a preliminary budget, incorporating 100% of SDAA funding in order to achieve a minimum 6% salary increase for staff and achieve a balanced budget. Furthermore, he requested that Mr. Savage prepare the preliminary budget and make it available for review by Mr. Casados and Executive Director Trujillo in advance of the June regular Governing Council meeting. No immediate action taken.

XIII. Review and Discussion of NWREC#2 Services provided to Member Districts

Members expressed a need for the possibility of a centralized SPED Director to help with caseloads and overwhelming need in districts. The need for consistent procedures and protocols was also expressed. The matter is going to be reviewed as a possibility. No immediate action taken.

XIV. Review and Discussion of condition of NWREC#2 Vehicles

Phasing out vehicles over time and implementing a process to replace Agency vehicles was discussed. This is due to the high mileage and the wear and tear on aging work vehicles. The increased on-site services at Member Districts being performed by Executive Director Trujillo and Education Coordinator Abreu is the primary reason for the increased usage of the vehicles. Executive Director Trujillo provided the information to the Governing Council in the interest of thinking about long-term NWREC #2 budgetary needs. No immediate action was taken.

Review and Discussion of Computers/Technology

Executive Director Trujillo also spoke to the budgetary priority of replacing the five HP computers currently being used by staff. She cited product inefficiencies as the main reason for the need to refresh the existing computers. No immediate action was taken.

XV. Review and Discussion of Business Management Services- Peñasco

Mr. MacAuley expressed a need for Peñasco to have a Business Office Manager. Rather than outsourcing, he proposed the NWREC#2 as the possible administrator of business management for his and other districts in the next few years. Mr. Lovato and Mr. Gurule also expressed an interest in this discussion. Possibility of a pilot program was introduced by Mrs. Trujillo. Mr. Casados suggested splitting the work load of the NWREC#2 and suggested Mr. Savage would possibly be available to provide this service and having Ms. Sparks take over Mr. Savage's position. No immediate action was taken.

XVI. Review and Discussion of E-Rate Consortia-Peñasco

Mr. MacAuley expressed the need for help with better fiber optic option to help his District. The Peñasco Independent School District is exploring a Consortia opportunity made available through the Public Schools Finance Authority. A preliminary meeting is scheduled at the Peñasco Schools on Wednesday, April 24, 2019. Options will be looked at and discussed at June Governing Council. No immediate action taken.

XVII. Future Business

- a. Special Governing Council meeting May 8th at 9:00 a.m. at LANL Foundation in Espanola, New Mexico.
- b. Special Governing Council will need to be set for approval of Auditor and for BAR's that will need to be made but waiting on PED for approval.

XXIII. Adjournment

Mr. MacAuley made a motion to approve adjournment. Mr. Padilla seconded the motion seconded the motion. Motion carried unanimously at 2:49 p.m.

DRAFT

Approval of Minutes

Mr. Anthony Casados
NWREC #2 Chairman

Date

Mr. Marvin MacAuley
NWREC #2 Secretary

Date

DRAFT