



**MINUTES OF REGULAR BOARD MEETING
BOARD OF EDUCATION
December 11, 2023**

The Board of Education of the Artesia Public School District met in regular session in the Lowell M. Irby Board Room, at 6:00 p.m.

CALL TO ORDER — Mr. Bowman, Board President, called the meeting to order at 6:00 p.m.

ROLL CALL — A Roll Call was taken with the following members present:

JEFF BOWMAN	President
DAVID CONKLIN	Vice President
KRISTY CROCKETT - Zoom	Member
BEN HARVEY	Member
CHERIE WIDMAYER	Secretary

Staff attending the meeting in person included Darian Jaramillo-Superintendent, Danny Parker-Assistant Superintendent of Secondary Education, Tammy Davis-Assistant Superintendent of Elementary Education and Federal Programs, Cody Skinner-Assistant Superintendent of Operations, Clint Taylor-Director of Finance, and Mykol Horner-Secretary to the Board. Other staff members that attended in person: Halee Goff, Marsha Molina, Mitzi McCaleb, Suzanne Parker, Lynn Worley, Kate DeHoyos, Matt Conn, Leslie Catano, Scott Neel, Amy Johnson, Chanda Crandall, Eric Greer, Kaci Whitmire, JR Null and Cari Jowers.

PLEDGE OF ALLEGIANCE – The pledge to the United States flag and the official salute to the New Mexico flag were led by Mr. Harvey

APPROVAL OF AGENDA – Mr. Bowman asked for corrections, deletions, or changes to the agenda. A motion was made by Mr. Conklin and seconded by Ms. Widmayer to approve the agenda as amended. The motion passed unanimously.

SPECIAL PRESENTATIONS/RECOGNITIONS

The Board recognized the Seniors from the 2023 State Champion Football Team. Each Senior was announced individually and received a certificate.

School Board President, Mr. Jeff Bowman was recognized by the New Mexico School Board Association for 24 years of service of being on the Artesia Public Schools, School Board.

CONSENT AGENDA ITEMS –

- A. Minutes of the Regular Board Meeting on November 13, 2023
- B. Transportation Items – None for this meeting
- C. Auditorium Requests – None for this meeting

Mrs. Jaramillo asked the Board to approve the Consent Agenda Items. Mr. Harvey made the motion to approve the Consent Agenda Items as presented. The motion was seconded by Ms. Widmayer, and the motion passed unanimously.

DIRECTOR OF FINANCE REPORT

- A. Mr. Taylor, concurred by Mrs. Jaramillo, asked the Board to approve the monthly Bills, the Budget Report, the Budget Adjustments, the Fund Balance Report, the Temporary Loans Report, and the Fixed Assets Report as presented. A motion was made by Mr. Conklin, and it was seconded by Mr. Harvey to approve the monthly Bills, the Budget Report, the Fund Balance Report, the Budget Adjustments, the Temporary Loans Report, and the Fixed Assets Report as presented. The motion passed unanimously.
- B. Mr. Taylor, concurred by Mrs. Jaramillo, sought approval of the district's 2022-2023 Financial Audit (Annual Financial Report and Supplement Information year Ended June 30, 2023). A motion was made by Mrs. Crockett, and it was seconded by Ms. Widmayer to approve the district's 2022-2023 Financial Audit. The motion passed unanimously.

ASST. SUPT. OF ELEMENTARY EDUCATION & FEDERAL PROGRAMS/ASST. SUPT. OF SECONDARY EDUCATION REPORT

- A. **Report on LEA Special Education Annual Determination Report**
Mrs. Davis reported to the board about our Special Education Department, commending them on all the reporting, paperwork, and the incredibly complex requirements the department must report correctly. They have a "determination criteria" they must meet in accordance with IDEA and State Guidance. Throughout the year they submit data from 14 indicators. Our district was recently notified that they met the criteria requirements for the school year 2022-2023. There were no findings.

ASSISTANT SUPERINTENDENT OF OPERATIONS

- A. ***Seek Permission to Issue an RFP for HVAC Services**
Mr. Skinner, concurred by Mrs. Jaramillo, sought permission to issue an RFP for HVAC services for the district. Ms. Widmayer made a motion to approve permission to issue an RFP for HVAC services and Mrs. Crockett seconded the motion. The motion passed unanimously.
- B. ***Seek Permission to Issue an RFP for Electrical Services**
Mr. Skinner, concurred by Mrs. Jaramillo, sought permission to issue an RFP for electrical services for the district. Mr. Conklin made a motion to approve permission to issue an RFP for electrical Services and Mrs. Crockett seconded the motion. The motion passed unanimously.
- C. ***Seek Permission to Issue an RFP for Insecticide Spraying Services.**
Mr. Skinner, concurred by Mrs. Jaramillo, sought permission to issue an RFP for insecticide spraying services for the district. Mr. Harvey made a motion to approve permission to issue an RFP for insecticide spraying services and Ms. Widmayer seconded the motion. The motion passed unanimously.
- D. ***Seek Permission to Issue an RFP for Painting Services**
Mr. Skinner, concurred by Mrs. Jaramillo, sought permission to issue an RFP for painting services for the district. Mr. Conlin made a motion to approve permission to issue an RFP for painting services and Mr. Harvey seconded the motion. The motion passed unanimously.
- E. ***Permission to Re-issue the RFP for Internet Services**
Mr. Skinner, concurred by Mrs. Jaramillo, sought permission to issue an RFP for internet services for the district. Mr. Harvey made a motion to approve permission to issue an RFP for internet services and Ms. Widmayer seconded the motion. The motion passed unanimously.
- F. ***Seek Approval of a CES Proposal for New Lighting at the Bulldog Bowl and Girls' Softball Field**

Mr. Skinner, concurred by Mrs. Jaramillo, sought approval of a CES proposal from Lynco Electric for new lighting at Bulldog Bowl (\$1,052,091.63) and the girls' softball field (196,609.50) at a total cost of \$1,248,701.13. Mr. Conklin made a motion to approve the CES proposal for new lighting at Bulldog Bowl and the girls' softball field and Mrs. Crockett seconded the motion. This would come from our HB-33 Account. The motion passed unanimously.

G. Construction Update

Mr. Skinner updated the Board on a few projects going on in the district. CTE building is running about a month behind because we went an extra 3 feet of excavating dirt out. The crew putting the rafters up is a much smaller crew than expected.

SUPERINTENDENT'S REPORT

A. Staff and Operation Items: Mrs. Jaramillo announced the following:

1. Retirement Announcements:
 - None for this meeting
2. Leave of Absence Announcements:
 - None for this meeting
3. Resignation Announcements
 - Aaron Harrelson, SpEd Educational Asst., Roselawn
4. Employment Announcements:
 - Heither Lieb, SpEd Educational Asst., Roselawn
5. Current Job Postings:
 - D-Level Special Education Assistant – Roselawn Elementary
 - DD Preschool Instructional Asst. DD Program – Grand Heights ECC (2 Positions)
 - DD Preschool Teacher – Grand Heights ECC
 - Bilingual Program Teacher – Roselawn Elementary
 - Cafeteria Cook Helper (5 hours) – Artesia Intermediate
 - Art Teacher – Artesia Intermediate School
 - School Bus Drivers – Artesia Public Schools via Kaiser, Inc.
 - 2023-2024 Substitute Teachers – Artesia Public Schools
 - 2023-2024 Substitute Cafeteria Assistants & Substitute Custodians – APS
 - Volunteer Application
 - Crossing Guard 1.5 hours/day
 - Speech Therapist (SLP) – Staffed by the Artesia Public Schools
 - Activity Bus Drivers – Artesia Public Schools

B. New Mexico Public Education Department Updates/Legislative Updates

Mrs. Jaramillo updated the board regarding the current rule making proposals that NMPED has available for public comment. The first proposal deals with accreditation requirements in which NMPED would begin making each school go through an accreditation review each year. Mrs. Jaramillo explained that many of the items that NMPED would be requesting are already submitted to the State and are in the State system. The concern with this proposed rule is that NMPED has promised less paperwork and redundant tasks, but this contradicts that promise. Additionally, the consequences for failing an audit can include creating a plan to

address the issues, having NMPED create a plan, and suspending the school board, superintendent, and principal.

The second proposed rule discussed pertains to instructional time and the school calendar. NMPED is proposing requiring schools to have 180 instructional days exclusive of any professional development time or parent teacher conferences. Currently, Artesia has 176 instructional days; however, election day will now be a state holiday. The proposed rule is also creating requirements that would force schools who currently operate on a 4-day school week to move to a 5-day week to be compliant. This would then impact Penasco, who currently has a 4-day school week.

Public comment for both rules is now open and in-person comment will be on Monday, December 18th from 1:30-2:30

C. ***Seek Approval to Move the January Regular Board Meeting from January 8th to January 16th, 2024**

Mrs. Jaramillo sought approval to amend the long-term substitute pay rate. The rate needs to be increased, because substitutes who serve in a vacant position for an extended time must contribute to the Education Retirement Board. Mr. Conklin made a motion to approve amending the long-term substitute pay rate and Ms. Widmayer seconded the motion. The motion passed unanimously.

9. **Public Forum** – None for this meeting

10. **DATES TO REMEMBER**

- December 12, 2023 – Special Board Meeting – 5:30 p.m.
- December 21, 2023 – Christmas Staff Luncheon
- December 25 - January 5 – Winter Break
- January 8, 2023 – School Resumes
- January 16, 2024 – Next regularly Scheduled Board Meeting 6:00 p.m.

11. **EXECUTIVE SESSION** – None for this meeting

12. **ADJOURNMENT** — The Regular Board Meeting was adjourned at 7:28 p.m.


Cherie Widmayer, Secretary