



**MINUTES OF REGULAR BOARD MEETING  
BOARD OF EDUCATION  
November 13, 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	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 attended online, Clint Taylor-Director of Finance, and Mykol Horner-Secretary to the Board. Other staff members that attended in person: Scott Neel, JR Null, Matt Conn, Kaci Whitmire, Lynn Worley, Chanda Crandall, Halee Goff, Kate DeHoyos, Nathan Ryno, Sally Fodge, Leslie Catano.

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

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

**SPECIAL PRESENTATIONS/RECOGNITIONS** –

The Board recognized Mrs. Melissa Burnett, an AP Chemistry Teacher at Artesia High School, and her AP students. There are 23 students who took part in the AP test and 20 passed the test. There was one “5”, eight scoring a “4”, and eleven scoring a “3” This constitutes an 87% pass rate.

Mrs. Jaramillo read a letter received from Commander Jeff Letcher with the Artesia Police Department regarding an incident that occurred where the Director of Technology, Matt Conn, was able to resolve the issue quickly and efficiently through his IT work. Mr. Conn’s work was commended and recognized.

**CONSENT AGENDA ITEMS** –

- A. Minutes of the Regular Board Meeting on October 16, 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 Mrs. Crockett, and it was seconded by Mr. Conklin 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.

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

A. **Data Report on Available Information on NM Vistas Website**

Mr. Parker informed the board regarding the 2022-2023 assessment data from the NMPED that has recently been released on the NM Vistas website. The NMPED shared information regarding language arts proficiency and math proficiency rates across the state as well as in Artesia. APS data shows growth in English Language Arts as well as in math; however, the math growth was lower than ELA, but still better than most of the state.

Mrs. Davis elaborated on the elementary test scores. The state proficiency for ELA was at 38% and Artesia Elementary schools without Penasco was 49.6% and with Penasco, APS is at 54.6%. The statewide math proficiency rate is 24%. APS rates without Penasco are 36.8% and with Penasco, APS is at 42.3% proficiency rate.

B. **General Assessment Activities Across the District**

Mr. Parker reported that three APS schools have been selected to participate in the NAEP (National Assessment of Educational Progress) assessment, which is commonly referred to as the Nation's Report Card. APS has been without representation in NAEP for three or four years. This year, randomly selected 8<sup>th</sup> graders at Park Junior High School and randomly selected 4<sup>th</sup> grade students at both Hermosa and Roselawn will be taking this test.

**ASSISTANT SUPERINTENDENT OF OPERATIONS**

A. **\*Seek Approval of a Low Bid for Information Technology Pickup**

Mr. Skinner, concurred by Mrs. Jaramillo, sought approval of a low bid for the Information Technology Pickup Truck. The low bid came from Artesia Ford at the cost of \$48,788.00. Ms. Widmayer made a motion to approve the low bid from Artesia Ford and Mr. Harvey seconded the motion. The motion passed unanimously.

B. **\*Seek Approval of a Change Order for Career Technical Education Building**

Mr. Skinner, concurred by Mrs. Jaramillo, sought approval of a Change Order for the Career Technical Education building at a cost of \$365,224.50. This will include three feet of over excavation, a roofing system installed, the demolition of an unforeseen 3<sup>rd</sup> layer of concrete below the tennis courts, and the relocation of a 2<sup>nd</sup> water line that feeds the white gym which needed to be moved, and a change from low voltage to line voltage sensors and switches throughout the building. Mr. Conklin made a motion to approve a change order for the Career Technical Education Building and Ms. Widmayer seconded the motion. The motion passed unanimously.

C. **\*Seek Approval for Updates to the 2021-2026 Facility Master Plan.**

Mr. Skinner, concurred by Mrs. Jaramillo, sought approval for miscellaneous changes to the 2021-2026 Facility Master Plan. One of the changes would include a plan for a new elementary school at Roselawn Elementary with the addition of a new ACCESS facility. Mr. Harvey made a

motion to approve a change order for the Career Technical Education Building and Mrs. Crockett seconded the motion. The motion passed unanimously.

**D. \*Seek Approval to Place Used Vehicles in an Auction**

Mr. Skinner, concurred by Mrs. Jaramillo, sought approval to place used vehicles in an auction when one is obtainable. The district has several old maintenance trucks and a few Ford Expeditions that have over 180 miles on them. These vehicles are no longer safe to transport students. Mr. Conklin made a motion to approve placing used vehicles in an auction and Mrs. Crockett seconded the motion. The motion passed unanimously.

**E. \*Seek Approval of a CES Proposal to Purchase an Excavator for our Maintenance Department**

Mr. Skinner, concurred by Mrs. Jaramillo, sought approval of a CES proposal for \$69,188.33 from Four Rivers Equipment to purchase an Excavator for the Maintenance Department. Mr. Conklin made a motion to approve the CES proposal and Mr. Harvey seconded the motion. The motion passed unanimously.

**F. \*Seek Approval for our Internet Services RFP with PVT**

Mr. Skinner, concurred by Mrs. Jaramillo, sought approval to honor PVT the Districts Internet Services Contract for 2024-2027. PVT was the lone responder on our Internet Services RFP. PVT retained the same price and services as they had in previous years. Mrs. Crockett made a motion to approve PVT's Internet Contract for 2024-2027 and Mr. Conklin seconded the motion. The motion passed unanimously.

**G. \*Seek Approval of a CES Quote for Design and Installation of Turf for the AHS Mack Chase Soccer Field**

Mr. Skinner, concurred by Mrs. Jaramillo, sought approval to seek a CES quote for the Mack Chase Complex AHS Soccer Field for the design and installation of new turf. The existing turf was installed in 2011. Mr. Conklin made a motion to approve seeking a CES quote for design and installation of new turf and Mr. Harvey seconded the motion. The motion passed unanimously.

**H. \*Seek Approval of a CES Quote for Design and Installation of New LED Lights and Light Poles at Bulldog Bowl and Girl's Softball Field**

Mr. Skinner, concurred by Mrs. Jaramillo, sought approval of a CES quote for design and installation of new LED lights and light poles at Bulldog Bowl and new lights at the Mack Chase Girl's Softball Field. The original light poles at Bulldog Bowl are from 1968 and need replacing. Mr. Harvey made a motion to approve a CES quote for design and installation of new LED lights and light poles at Bulldog Bowl and lights at the girls' softball field and Mrs. Crockett seconded the motion. The motion passed unanimously.

**I. \*Seek Approval for a Request for Proposals for Speech Language Pathology Services**

Mr. Skinner, concurred by Mrs. Jaramillo, sought approval for a request for Speech Language Pathology Services. Mrs. Crockett made a motion to approve a proposal for Speech Language Pathology Services and Mr. Conklin seconded the motion. The motion passed unanimously.

**J. Update on Purchases in the Threshold of \$20,000-\$60,000 for J&G Electric and CDW.**

J&G Electric was paid \$32,467.48 converting elementary schools on to the same camera system. CDW had a sale on Aquos boards at the cost of \$1,800 each. Mr. Conn ordered 20.

**K. Construction Update**

Mr. Skinner updated the Board on a few projects going on in the district. The Pit water damage from the dryer fire has been repaired, and the CTE Building construction is on track.

**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

- Brenda Tovar, Secretary, AJHS

4. Employment Announcements:

- Gerardo Gutierrez, Custodian, Yeso
- Marcia Hinze, English Teacher, AJHS
- Aletse Salazar, Registrar, AJHS

5. Current Job Postings:

- Bilingual Program Teacher – Roselawn Elementary
- Cafeteria Cook Helper (5 hours) – Artesia Intermediate
- Special Education Teacher – Artesia Junior High
- Art Teacher – Artesia Intermediate School
- Speech Therapist (SLP) – Staffed by the Artesia Public Schools
- Activity Bus Drivers – Artesia Public Schools
- Crossing Guard 1.5 hours/day
- School Bus Drivers – Artesia Public Schools via Kaiser, Inc.
- Volunteer Application
- 2023-2024 Substitute Teachers – Artesia Public Schools
- 2023-2024 Substitute Cafeteria Assistants & Substitute Custodians – APS

B. New Mexico Public Education Department Updates/Legislative Updates

Mrs. Jaramillo thanked the public for voting to pass the 2-mill levy and congratulated Ms. Widmayer and Mr. Bowman for winning their Districts.

C. 40-Day Student Enrollment

Mrs. Jaramillo discussed that our enrollment numbers are increasing, at the 40-day count we were at 3733 and as of November 13, 2023, we are at 3737.

D. **\*Seek Approval to Amend Long-Term Substitute Pay Rate**

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. Ms. Widmayer made a motion to approve amending the long-term substitute pay rate and Mrs. Crockett seconded the motion. The motion passed unanimously.

E. **\*Seek Approval of NMSBA Policy Advisories 235-237**

Mrs. Jaramillo sought approval of the adoption of NMSBA policy advisory services and as presented at the first reading in September 2023. Policy 235 – School Board Elections/Holiday; Policy Advisory 236 – Food Services; and Policy 237 – Open Enrollment. She also noted that these advisories modify, add to, or reorganize existing Board policies. Mr.

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Conklin made a motion to approve the adoption of these three policies and Ms. Widmayer seconded the motion. The motion passed unanimously.

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

10. **DATES TO REMEMBER**

- November 15, 2023 – Economic Development Board-Artesia General Hospital @ Bulldog Training Center – 4:00 p.m.
- November 20-24, 2023 – No School in Observance of Thanksgiving Break
- November 30 – December 2, 2023 – NMSBA Fall Conference Albuquerque
- December 11, 2023 – Next regularly Scheduled Board Meeting 6:00 p.m.
- December 25-January 5 – Winter Break

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

12. **ADJOURNMENT** — The Regular Board Meeting was adjourned at 7:38 p.m.

  
Cherie Widmayer, Secretary