

**Maxwell Municipal Schools  
Regular School Board Meeting  
August 17, 2020 6:30 p.m.**

1. **Call to Order**
  2. **Welcome of Visitors**
  3. **Pledge to US & NM Flags**
  4. **Consent Agenda**
    - a. **\*Approval of Agenda**
    - b. **\*Approval of July 20, 2020 Regular Board Meeting Minutes**
    - c. **\*Approval of July 31, 2020 Special Board Meeting Minutes**
  5. **Consent Agenda-Business**
    - a. **\*Monthly Cash Report**
    - b. **\*Ratification of Warrants**
    - c. **\*Budget Adjustments**
  6. **Old Business**
  7. **New Business**
    - a. **Policy J-0540 – Student Attendance Supplemental for Remote Learning**
  8. **Hearing from Delegation**
  9. **Consent Agenda**
    - a. **\*Approval of Policy J-0540 – Student Attendance Supplemental for Remote Learning**
  10. **Other Business**
    - a. **Superintendent's Report**
    - b. **Board Call**
  11. **Setting of Next Regular Board Meeting, September 21, 2020, 6:30 pm**
  12. **\*Adjournment**
- \*Action Items**

<b>Regular</b>	<b>Go To Meeting - Virtual</b>	<b>6:30 p.m.</b>	<b>July 20, 2020</b>
<b>Kind of Meeting</b>	<b>Place</b>	<b>Time</b>	<b>Date</b>

**Present**

Mary Lou Kern – Presiding Officer

Randy Casper

Monica Hoy

Char Pompeo

**Absent**

Frank Taylor

Kristen Forrester - Superintendent

Arnold Peralez - Principal

Susan Robinson – Business Manager

Taunya Mitchell – Administrative Assistant

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- 1. Call to Order:** Board President, Mary Lou Kern, called the meeting to order at 6:31 pm.
- 2. Welcome of Visitors:** None
- 3. Pledge to U.S. & N.M. Flags:** None
- 4. Approve Agenda:**
- Approval of Agenda** – President Kern entertained a motion to approve the agenda. Randy Casper made the motion to approve the agenda as presented, seconded by Monica Hoy. The motion to approve the agenda carried a vote of 4-0, Randy Casper – yes; Char Pompeo – yes; Monica Hoy – yes; and Mary Lou Kern – yes.
- Approval of the Minutes** – President Kern entertained a motion to approve the regular meeting minutes of June 15, 2020. Mary Lou Kern made the motion to approve the minutes as presented, seconded by Randy Casper. The motion to approve the minutes carried a vote of 4-0, Randy Casper – yes; Char Pompeo – yes; Monica Hoy – yes; and Mary Lou Kern – yes.
- President Kern entertained a motion to approve the regular meeting minutes of July 13, 2020. Randy Casper made the motion to approve the minutes as presented, seconded by Char Pompeo. The motion to approve the minutes carried a vote of 4-0, Randy Casper – yes; Char Pompeo – yes; Monica Hoy – yes; and Mary Lou Kern – yes.
- 5. Business:**
- Business** - Business Manager, Susan Robinson, presented the cash report, warrants and budget adjustments (BARs) SY2020-20201 #001, 002, 003, & 004, for approval.
- President Kern entertained a motion to approve the business consent agenda as presented. Randy Casper made the motion to approve the business consent agenda as presented, seconded by Mary Lou Kern. The motion to approve the business consent agenda carried a vote of 4-0, Randy Casper – yes; Char Pompeo – yes; Monica Hoy – yes; and Mary Lou Kern – yes.
- Asset Disposal** – Business Manager Robinson presented a list of assets to be disposed of for approval.
- President Kern entertained a motion to approve the asset disposal list as presented with the exception of item #3713 - 4 speed band saw, pending Randy Casper's inspection. Randy Casper made the motion to approve the asset disposal list as presented with the exception of item #3713 - 4 speed band saw, pending Randy Casper's inspection, seconded by Mary Lou Kern. The motion to approve the asset disposal list as presented with the exception of item #3713 - 4 speed band saw, pending Randy Casper's inspection, carried a vote of 4-0, Randy Casper – yes; Char Pompeo – yes; Monica Hoy – yes; and Mary Lou Kern – yes.



**6. Old Business:**

None

**7. New Business:**

**NMSBA – Family Medical Leave Act (FMLA) – Superintendent Authority –** Superintendent Forrester presented the NMSBA – Family Medical Leave Act (FMLA) – Superintendent Authority for review.

**NMSBA – Family Medical Leave Act (FMLA) – Advisement –** Superintendent Forrester presented the NMSBA – Family Medical Leave Act (FMLA) – Advisement for review.

**Policy A-0250 – Nondiscrimination/Equal Opportunity –** Superintendent Forrester presented Policy AC, AC-R and AC-E - Nondiscrimination/Equal Opportunity for review.

**Policy A-0300 – Nondiscrimination on the Basis of Sex –** Superintendent Forrester presented Policy ACA, ACA-RA, ACA-RB, and ACA-E - Nondiscrimination on the Basis of Sex for review.

**Maxwell Municipal Schools 2020-2021 K-5 Handbook –** Superintendent Forrester presented the Maxwell Municipal Schools 2020-2021 K-5 Handbook for review with addition of the reentry guidelines, changes to wording on enrollment packets return, food/drinks in gym, piercings and hat/cap/stocking cap wearing, online forms, and areas Covid-19 Supplement Handbook will be followed while during pandemic

**Maxwell Municipal Schools 2020-2021 6-12 Handbook –** Superintendent Forrester presented the Maxwell Municipal Schools 2020-2021 6-12 Handbook for review with addition to the reentry guidelines, changes to wording on work study program start time, food/drinks in gym, piercings and hat/cap/stocking cap wearing, FFA, online forms, and areas Covid-19 Supplement Handbook will be followed while during pandemic.

**COVID-19 Pandemic Handbook Supplement –** Superintendent Forrester presented the COVID-19 Pandemic Handbook Supplement for review.

**Maxwell Municipal Schools 2020-2021 Staff Handbook –** Superintendent Forrester presented the Maxwell Municipal Schools 2020-2021 Staff Handbook for review with addition of the reentry guidelines and reentry plan, changes with the workday/staff hours, entering the school building, out-of-state traveling, assigned duty, faculty meetings, preparation periods, school nurse, leave, substitutes/substitute folders, volunteers, fire drills, attendance/lunch count, classroom responsibility, student supervision, textbooks, parent contact/conferences, electronic communication devices, instruction, lesson/unit plans, online forms, and areas Covid-19 Supplement Handbook will be followed while during pandemic.

**8. Hearing from  
the Delegation**

None

**9. Consent Agenda:**

**Policy A-0250 – Nondiscrimination/Equal Opportunity -** President Kern entertained a motion to approve the Policy A-0250 – Nondiscrimination/Equal Opportunity as presented. Randy Casper made the motion to approve the Policy A-0250 – Nondiscrimination/Equal Opportunity as presented, seconded by Monica Hoy. The motion to approve the Policy A-0250 – Nondiscrimination/Equal Opportunity as presented carried a vote 4-0, Randy Casper – yes; Char Pompeo – yes; Monica Hoy – yes; and Mary Lou Kern – yes.

**Policy A-0300 – Nondiscrimination on the Basis of Sex -** President Kern entertained a motion to approve the Policy A-0300 – Nondiscrimination on the Basis of Sex as presented. Mary Lou Kern made the motion to approve the Policy A-0300 – Nondiscrimination on the Basis of Sex as presented, seconded by Randy Casper. The motion to approve the Policy A-0300 – Nondiscrimination on the Basis of Sex as

presented carried a vote 4-0, Randy Casper – yes; Char Pompeo – yes; Monica Hoy – yes; and Mary Lou Kern – yes.

**Maxwell Municipal Schools 2020-2021 K-5 Handbook** - President Kern entertained a motion to approve the Maxwell Municipal Schools 2020-2021 K-5 Handbook as presented. Randy Casper made the motion to approve the Maxwell Municipal Schools 2020-2021 K-5 Handbook as presented, seconded by Char Pompeo. The motion to approve the Maxwell Municipal Schools 2020-2021 K-5 Handbook as presented carried a vote 4-0, Randy Casper – yes; Char Pompeo – yes; Monica Hoy – yes; and Mary Lou Kern – yes.

**Maxwell Municipal Schools 2020-2021 6-12 Handbook** - President Kern entertained a motion to approve the Maxwell Municipal Schools 2020-2021 6-12 Handbook as presented. Randy Casper made the motion to approve the Maxwell Municipal Schools 2020-2021 6-12 Handbook as presented, seconded by Monica Hoy. The motion to approve the Maxwell Municipal Schools 2020-2021 6-12 Handbook as presented carried a vote 4-0, Randy Casper – yes; Char Pompeo – yes; Monica Hoy – yes; and Mary Lou Kern – yes.

**COVID-19 Pandemic Handbook Supplement** - President Kern entertained a motion to approve the COVID-19 Pandemic Handbook Supplement as presented. Mary Lou Kern made the motion to approve the COVID-19 Pandemic Handbook Supplement as presented, seconded by Char Pompeo. The motion to approve the COVID-19 Pandemic Handbook Supplement as presented carried a vote 4-0, Randy Casper – yes; Char Pompeo – yes; Monica Hoy – yes; and Mary Lou Kern – yes.

**Maxwell Municipal Schools 2020-2021 Staff Handbook** - President Kern entertained a motion to approve the Maxwell Municipal Schools 2020-2021 Staff Handbook as presented. Randy Casper made the motion to approve the Maxwell Municipal Schools 2020-2021 Staff Handbook as presented, seconded by Monica Hoy. The motion to approve the Maxwell Municipal Schools 2020-2021 Staff Handbook as presented carried a vote 4-0, Randy Casper – yes; Char Pompeo – yes; Monica Hoy – yes; and Mary Lou Kern – yes.

## 10. Other Business:

**Superintendent's Report**- Superintendent Forrester updated the board on the following:

- Current enrollment – 142 students
- Staffing – Special Ed EA – Delores Gonzales, Principal – Arnold Peralez, Nurse - Donna Rodarte, Counselor applicant – declined offer, Custodian – waiting for acceptance  
Reentry Plan – Explained schedule and first week procedures, check-out process, parent/student universities, family concerns, cleaning, PPE, register/schedule and next step plans for 7-12 grades, social/emotional health, enrollment decrease – 20 students not returning (12 – homeschool, 7- moved, 1 – unknown), Special Ed. 5 to 1 ratio
- CTE Perkins – First year to apply as a consortium, continuing the Wind Energy (Phase 2), adding Construction Trade Academy (Intro. to Construction Trades)
- Unit Value – updated on status and possible cuts

Superintendent Forrester informed the board the Equity Plan and Parent Survey are in progress. Carl Perkins Grant is completed.

**Board Call** – Randy Casper advised the bus drop-off locations be marked and asked if the vehicles are ready.

## 11. Next Meeting:

The setting of the next regular Board Meeting will be Monday, August 17, 2020 at 6:30 pm.

**13. Adjournment:**

At 8:43pm, there being no further business, President Kern, entertained a motion to adjourn the regular school board meeting. Randy Casper made the motion to adjourn the meeting, seconded by Mary Lou Kern. The motion to adjourn carried a vote of 4-0, Randy Casper – yes; Char Pompeo – yes; Monica Hoy – yes; and Mary Lou Kern – yes.

*Monica E. Hoy*

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Presiding Officer

\_\_\_\_\_  
Date

*Randy Casper*

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date



<b>Special</b>	<b>Go To Meeting - Virtual</b>	<b>6:30 p.m.</b>	<b>July 31, 2020</b>
<b>Kind of Meeting</b>	<b>Place</b>	<b>Time</b>	<b>Date</b>

**Present**  
**Mary Lou Kern – Presiding Officer**  
**Randy Casper**  
**Monica Hoy**  
**Frank Taylor**  
**Char Pompeo**

**Absent**

**Kristen Forrester - Superintendent**  
**Arnold Peralez – Principal**  
**Susan Robinson – Business Manager**  
**Taunya Mitchell – Administrative Assistant**

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1. **Call to Order:** Board President, Mary Lou Kern, called the meeting to order at 6:32 pm.
  2. **Welcome of Visitors:**
  3. **Pledge to U.S. & N.M. Flags:** None
  4. **Approve Agenda:** **Approval of Agenda** – President Kern entertained a motion to approve the agenda. Frank Taylor made the motion to approve the agenda as presented, seconded by Monica Hoy. The motion to approve the agenda carried a vote of 5-0, Randy Casper – yes; Frank Taylor – yes; Char Pompeo – yes; Monica Hoy – yes; and Mary Lou Kern – yes.
  5. **Business:** None
  6. **Old Business:** None
  7. **New Business:**

**2020-2021 School Calendar** – Superintendent Forrester presented a revised 2020-2021 school calendar with changes to the start date and additional Friday school days.

**2020-2021 Re-Entry Plan** – Superintendent Forrester presented an amended Re-Entry Plan to the board for approval and adoption.
  8. **Hearing from the Delegation** None
  9. **Consent Agenda:**

**2020-2021 School Calendar** – President Kern entertained a motion to approve the 2020-2021 School Calendar as presented. Frank Taylor made the motion to approve 2020-2021 School Calendar as presented, seconded by Randy Casper. The motion to approve the 2020-2021 School Calendar carried a vote 5-0, Randy Casper – yes; Frank Taylor – yes; Char Pompeo – yes; Monica Hoy – yes; and Mary Lou Kern – yes.

**2020-2021 Re-Entry Plan** – President Kern entertained a motion to approve the 2020-2021 Re-Entry Plan as presented upon Superintendent revision with Board notification. Randy Casper made the motion to approve 2020-2021 Re-Entry Plan as presented upon Superintendent revision with Board notification, seconded by Frank Taylor. The motion to approve the 2020-2021 Re-Entry Plan carried a vote 5-0, Randy Casper – yes; Frank Taylor – yes; Char Pompeo – yes; Monica Hoy – yes; and Mary Lou Kern – yes.
  10. **Other Business:** **Superintendent's Report**- Superintendent Forrester updated the board on the following:

- Staffing – Counselor position vacant
- Bus route shortened due to most riders being homeschooled
- Family Meals – did not opt-in
- Budget – cut \$101,000, Emergency Supplemental – very little to no funds available

**Board Call** – None

**12. Next Meeting:**

The setting of the next regular Board Meeting will be Monday, August 17, 2020 at 6:30 pm.

**13. Adjournment:**

At 6:56pm, there being no further business, President Kern, entertained a motion to adjourn the regular school board meeting. Mary Lou Kern made the motion to adjourn the meeting, seconded by Frank Taylor. The motion to adjourn carried a vote of 5-0, Randy Casper – yes; Frank Taylor – yes; Char Pompeo – yes; Monica Hoy – yes; and Mary Lou Kern – yes.

*Monica E. Hoy*

\_\_\_\_\_  
Presiding Officer

\_\_\_\_\_  
Date

*Randy Casper*

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date