

CHRISTINA J. ASPAAS  
*Board President*  
SUZETTE J. HASKIE-OBERLY  
*Board Vice President*  
MARION L. WELLS  
*Board Secretary*  
GARY J. MONTOYA  
*Board Member*  
CHERYL L. GEORGE  
*Board Member*



STEVE CARLSON  
*Superintendent*  
PETER DESWOOD, III  
*Assistant Superintendent*  
Central Consolidated School District  
Office of the Superintendent  
P.O. Box 1199,  
Shiprock, NM 87420  
tel. 505.368.4984  
fax 505.368.5232  
www.ccsdnm.org

**WORK SESSION MEETING**  
**RANDY J MANNING BOARD ROOM, KIRTLAND, NM**  
**(Thursday, September 14, 2023)**  
**MINUTES**

**Members present**

Christina J Aspaas, Suzette J Haskie-Oberly, Marion L Wells, Cheryl L George, Gary J Montoya

**Meeting called to order at 5:37 PM**

**1. ROUTINE MATTERS:**

A. Call Meeting to Order and Verify Quorum through a Roll Call

Marion L Wells called the meeting to order and verified quorum through a Roll Call at 5:37 pm.

**2. COMMENTS FROM THE AUDIENCE:**

A. Comments

No Comments from the Audience.

**3. REPORTS:**

A. Fundraising Request - KCHS Softball - BSN Fan Cloth - August 30, 2023 thru October 30, 2023 by Shareesa Nusser

Shareesa Nusser presented the Fundraising Request for KCHS Softball to sell BSN Fan Cloth, this will benefit the students of purchases of entry fees, team shirts, and team activities.

B. Fundraising Request - KMS Student Services - Fan Cloth KMS Gear for Fall Sports - September 20, 2023 thru June 30, 2024 by Gina Jones

Gina Jones presented the Fundraising Request for KMS Student Services to sell Fan Cloth KMS Gear for Fall Sports, the proceeds will go to mural and banners in the gym and providing supplies.

C. Unique Trip Request - KCHS Baseball - Baseball Tournament and College Tours - Phoenix, AZ - March 21-23, 2024 by Isaiah Valdez  
Isaiah Valdez presented the Unique Trip Request for Baseball Team to travel to Phoenix, AZ for the Baseball Tournament and College Tours.

D. Unique Trip Request - KMS Science - Catalina Island Marine Institute - California - March 24-28, 2024 by Melissa Miller  
Melissa Miller presented the Unique Trip Request for KMS Science to travel to California for the Catalina Island Marine Institute.

E. Request for Approval of Gift/Donation - KCHS FFA - Roots Home Health-Nystrom Family by Zane Webster

Zane Webster presented the Approval of Gift/Donation for KCHS FFA to accept donation from Roots Home Health-Nystrom Family for one breeding Ewe.

F. Request for Approval of Gift/Donation - KCHS FFA - HS Livestock by Zane Webster

Zane Webster presented the Approval of Gift/Donation for KCHS FFA to accept donation from HS Livestock for two breeding Gilts.

G. Per Capita Feeder Route Applications by Cindy Theodore

Cindy Theodore presented the Per Capita Feeder Route Applications.

H. Overview and Status Update of Transportation Division Report by Cindy Theodore

Cindy Theodore presented the Overview and Status Update of Transportation Division Report: Bus Registrations, Ridership Rules, Student Code of Conduct, Parent Consent, Student Medical Info, Student Misconduct Procedures, Transact Routing & Parent App, School Loading Zones, Field and Activity Trips, Sponsor/School Responsibilities, Inclement Weather, Bus Evacuation Drills, and District Vehicle Procedures.

I. Request for Authorization to Dispose of Property for Operation and Facilities Department by Candice Thompson and Sheba Joe

Candice Thompson and Sheba Joe presented the Request for Authorization to Dispose of Property for Operations and Facilities Department.

**J. Newcomb Elementary School Update by Candice Thompson**

Candice Thompson presented the update on Newcomb Elementary School. Asking for two resolutions on supporting the electrical services and supporting the Newcomb area. Attended the Chapter House meeting and researched that the chapter house passed the electrical services in 2013 and asking for the same support from NTUA. Counsel Delegate to meet on September 20th on site.

**K. Update on NMAA and Memorialize Jerseys by Michael Switch**

Michael Switch presented the Update on NMAA on Fan Behavior, Nationwide and State Problems, Bylaw 7.7.4-New Mexico Activities Association. Team/fan suspension from athletic activities for unsportsmanlike Conduct; Team jersey/high schools gyms. Board President Aspaas is requesting a list of retired jerseys.

**L. Update on ESSER Funds by Bellamie DeHerrera-Presley**

Bellamie DeHerrera-Presley presented the ESSER Funds, Focus of ESSERS-American Recovery Plan (ARP); Overview of Application Funds; ARP Grant Projects; Currently and Moving Forward SY 21-22 Spent \$317,993.71, SY 22-23 Spent \$5,929,942.00, SY 23-24 Spent \$320,000.00 (July-August), Left to Spend \$12,525,604.22.

**M. Discussion on FTE by Carol Gonzales**

Tanya Amrine presented the FTE, 40th day count, meet with schools and gather all positions at each schools, teachers and EA we look at the student count.

**N. Procurement Over \$60,000 by Carol Gonzales**

Carol Gonzales presented the Procurement Over \$60,000 and \$3,500.

**O. Accounts Payable Disbursements: Distribution Listing, Outstanding Check Listings, Expenditure and Revenue Reports, JOM Listing, Budget Journal Entries Report, and Invoice Journal Detail Report by Carol Gonzales**

Carol Gonzales presented the Accounts Payable Disbursements for Distribution Listing, Outstanding Check Listings, Expenditure and Revenue Reports, JOM Listing, Budget Journal Entries Report, and Invoice Journal Detail Report.

**P. Budget Adjustments and Journal Entries by Carol Gonzales: 1) 24308 CRRSA, ESSER II - 0014-IB; 2) 25201 Navajo Nation - 0015-IB; 3) 26157 Indian Health Services USPHS - 0017-IB; 4) 27901 Indian Education Act Funding HB2 Regular 2023 - 0020-M; 5) 28207 ECECD-CARES Act - 0013-IB**

Carol Gonzales presented the Budget Adjustments and Journal Entries.

**Q. Utilities Comparison Report by Carol Gonzales**

Carol Gonzales presented the Utilities Comparison Report.

**4. EXECUTIVE SESSION:**

**A. Convene in Executive Session:** Discussion on Ongoing Personnel Matters regarding the Board's Goal and Expectation of the Superintendent, as permitted under NMSA 1978, Section 10-15-1(H)(2) of the New Mexico Open Meetings Act; Discussion on Certain Purchases regarding RFP-2023-FS-108, as permitted under NMSA 1978, Section 10-15-1(H)(6) of the New Mexico Open Meetings Act  
Motion to Convene in Executive Session at 9:26 pm

Motion by Suzette J Haskie-Oberly, second by Marion L Wells.

Final Resolution: Motion Carried, 5-0

Yes: Christina J Aspaas, Suzette J Haskie-Oberly, Marion L Wells, Cheryl L George, Gary J Montoya

**B. Reconvene in Open Session** stated that the Board has discussed in the executive session only the subject identified in the agenda as the reason for which the meeting was closed: Discussion on Ongoing Personnel Matters regarding the Board's Goal and Expectation of the Superintendent, as permitted under NMSA 1978, Section 10-15-1(H)(2) of the New Mexico Open Meetings Act; Discussion on Certain Purchases regarding RFP-2023-FS-108, as permitted under NMSA 1978, Section 10-15-1(H)(6) of the New Mexico Open Meetings Act  
Motion to Reconvene in Open Session at 10:24 pm

Motion by Marion L Wells, second by Suzette J Haskie-Oberly.

Final Resolution: Motion Carried, 5-0

Yes: Christina J Aspaas, Suzette J Haskie-Oberly, Marion L Wells, Cheryl L George, Gary J Montoya

**C. Possible Action Item on matters discussed in Executive Session:** 1) RFP-2023-FS-108 Food Services Fixed Price with Recommendation to Award Bid to SFE-Southwest Foodservice Excellence, LLC

No action taken.

**5. DISCUSSION:**

**A. Items for the September 19, 2023 Regular School Board Meeting**

- Update on PED visit with the District
- Special Meeting with Departments preferably Student Support Services
- Listing of Retired Jerseys

**6. ADJOURNMENT:**

**A. Motion to Adjourn the Work Session Meeting**


Motion to Adjourn the Work Session Meeting at 10:33 pm

Motion by Marion L Wells, second by Suzette J Haskie-Oberly.

Final Resolution: Motion Carried, 5-0

Yes: Christina J Aspaas, Suzette J Haskie-Oberly, Marion L Wells, Cheryl L George, Gary J Montoya

Respectfully Submitted,

  
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Marion L. Wells, School Board Secretary