

**HIGH PLAINS REGIONAL EDUCATION COOPERATIVE
BOARD MEETING
September 6, 2023**

ATTENDING: Ms. Shannon Aguilar, Cimarron Municipal Schools
Mr. Ray Maestas, Clayton Municipal Schools
Ms. Kodi Sumpter, Des Moines Municipal Schools
Ms. Amy Roble, Maxwell Municipal Schools
Ms. Kristie Medina, Raton Public Schools
Mr. R.Stephen Aguirre, HPREC Executive Director
Ms. Mary Lisa Gonzales, HPREC Business Manager

ABSENT: Ms. Johnna Bruhn, Mosquero Municipal Schools
Mr. Edward Fluhman, Roy Municipal Schools
Mr. Gary Allison, Springer Municipal Schools

SPECIAL GUESTS: Ms. Kristen Forrester – HPREC CTE
President Edward Martinez, Luna Community College
ECHO-Early Literacy Resources Presentation
Ms. Janis Ruf, HPREC Transition Specialist/SPED Consultant

ACTION:

I. Call to Order

The HPREC #3 Board of Directors meeting was called to order at 9:09 a.m.

II. Roll Call

III. *Approval of Agenda

Mr. Aguirre requested that the agenda be approved as presented. Ms. Amy Roble made the motion to approve the agenda, as presented. Ms. Kristie Medina seconded the motion, and it was carried unanimously.

IV. *Approval and Signature of Minutes

Mr. Aguirre requested that the minutes from the May 25, 2023 Board Council meeting be approved and signed, as presented. Mr. Ray Maestas made the motion to approve the minutes, as presented. Ms. Amy Roble seconded the motion, and it was carried unanimously.

V. Executive Director's Report

1. *Open Meetings Act

Mr. Aguirre requested that the Board adopt the annual resolution for the Open Meetings Act. Mr. Ray Maestas made a motion to adopt the annual resolution for the Open Meetings Act, as presented. Ms. Amy Roble seconded the motion, and it was carried unanimously.

2. *Certification of Fixed Assets

Mr. Aguirre informed the Board that High Plains REC completed its Fixed Asset Inventory for fiscal year ending 06/30/23, and is requesting approval for our year end audit. He provided the Board with a copy of the Fixed Asset Inventory to review, certify, and approve. Ms. Kristie Medina made a motion to certify the Fixed Assets Inventory for High Plains REC's fiscal year ending 06/30/23, as presented. Mr. Ray Maestas seconded the motion, and it was carried unanimously.

3. Introduction-Janis Ruff, Transition Specialist/SPED Consultation

Mr. Aguirre introduced Ms. Janis Ruff, who is on-board to assist with Transition Counseling, and as a Special Education Consultant. Ms. Janis Ruff informed the Board that her goal is to provide support with IEPs, and she has met most of the district staff within the region. She is working with Pepper Skodak on a PowerSchool training regarding Indicator 13. The Board thanked Janis for coming onboard to High Plains, and they are excited to work with her.

4. Kristen Forrester, HPREC CTE

Mr. Aguirre asked Ms. Kristen Forrester to give the Board an update on the CTE projects. Ms. Forrester stated that she would love for TSJC and Luna Community College to form a partnership on some of their programs. She has concerns about Mesalands Community College and its future. The Board discussed the availability of courses through the local community colleges. Ms. Forrester provided the Board with an update on the FAA Drone Pilot Project, including the training schedule. She discussed the MC3 (Multi-Core 3) Apprenticeship Readiness Program, which is facilitated through the National Building Trades Union. She also reviewed the status of the Wind Energy Program through Mesalands Community College. Ms. Forrester mentioned that she is looking for new ideas for next year, and will possibly look at film and industry as a new program. Mr. Aguirre and the Board thanked Ms. Forrester for her hard work, presentation, and information.

5. President Edward Martinez, Luna Community College

Mr. Edward Martinez, President of Luna Community College, introduced himself to the group. He has been President with Luna Community College for approximately 2 years. He has been working closely with Mr. Gary Allison from Springer Schools, and he thought it would be a good idea to reach out to the group and share some information. Luna Community College has a satellite in Springer, and they are currently trying to re-establish a partnership with the Springer Schools. He wanted to reach out to schools in the northern part of the state, re-establish those partnerships, and let you know he is willing to come and visit with individual schools to talk about the programs they have to offer for online courses. He noted that some of the CTE courses that are gaining some strength right now are the welding program, automotive repair and collision, and he is currently trying to hire staff for the construction trades program. He also informed the Board that he recently received funding from the US Department of Agriculture for a Wildfire Resiliency Training Center. He hopes to be able to offer certification programs in Forest Restoration and Management, Wildfire Firefighting Training, Wildland Urban and Interface Training, Heavy Equipment Operation Training, and Land Restoration Training. The goal is to use simulators in the Heavy Equipment Operation Training. He explained they also have a new EMT Program, which is being offered in Santa Rosa and Las Vegas. He informed

the Board that he is more than happy to meet with any of the Superintendents to further discuss these partnership opportunities. Ms. Kristen Forrester asked if the heavy equipment simulators would be portable, since our districts would greatly benefit from that type of program. Mr. Martinez stated that he is working on that right now, and did receive some funding from the last legislative session. They are re-assessing their ideas to make sure they fit the needs of school districts, and avoid the travel to the main campus to participate. Mr. Martinez stated that he is open to ideas for CTE to bring to students. Mr. Aguirre explained to Mr. Martinez the steps that HPREC has implemented to bring CTE to the students in this region. Mr. Martinez thanked the Board for allowing him the opportunity to speak to the Board regarding their efforts in bringing these programs directly to high school students. Mr. Aguirre and the Board thanked Mr. Martinez for coming onboard, making the introduction, and his willingness to possibly begin a future partnership.

6. Heather Baca, Dyslexia Services

Mr. Aguirre informed the Board that Heather Baca, who served as a prior SLP for HPREC, is currently contracting with us to provide dyslexia services. She is currently working with the Raton and Des Moines schools.

7. ECHO-Early Literacy Resources Presentation

Mr. Aguirre introduced Eleanor Andrews from the ECHO group to provide a brief presentation. Ms. Andrews introduced her staff (Ms. Jackie Jones and Heather Summers) and provided the Board with a brief presentation about Project Echo. Ms. Andrews informed the Board that there have been about 129 teachers from the region, over the past 4 years, who have participated in this program. Ms. Jackie Jones stated that the goal of ECHO programs is to leverage and build expertise through virtual communities of practice and case-based learning. Project ECHO is based out of UNM, and provides professional development that is ongoing, virtual, and free. Their priority is to support educators. The program is supported in the areas of health, education, and civics. The model started in health about 20 years ago, and has included education in the last 5 years. There are over 32 programs available in education, and include over 3,038 educators who participate. Although there are many different programs, the four key ideas include amplification, data, best practices, and case-based learning. The key elements are mentorship and collaboration. They offer a structured literacy classroom ECHO program that supports the next steps after completion of the LETRS training. They completed a pilot program in the spring of 2023, and now are fully launched. It is application based. The program is currently full and closed, but they are working on expanding to allow additional teachers the opportunity to participate. Mr. Aguirre inquired about the funding needed to continue supporting this program and initiative. Ms. Eleanor Andrews informed the Board that they are currently seeking legislative funding to ensure all aspects of the program are covered. Ms. Heather Summers discussed her work on the STEM programs. Mr. Stephen Murillo introduced himself. He works on a variety of projects through ECHO, which includes Educator Resiliency (SEL and Mindfulness support). His ongoing efforts include trying to find the right PD for teachers through surveying and feedback. The ECHO programs are free to teachers, and anyone can join. He also briefly discussed the program called Community Schools, and the SW College & Career Counseling Pilot Program. Ms. Eleanor Andrews thanked the Board for allowing her to present, and agreed to send additional information for their review. Mr. Aguirre and the Board thanked the group for providing them with information and available resources.

8. Full Service Community Schools Grant - \$50M

Mr. Aguirre informed the Board that HPREC applied for the Full Service Community Schools Grant last year at a lower level, but were not awarded. This year, we are working with the PED to re-submit for this grant in the amount of \$50M, and will serve as the fiscal agent if awarded. The in-direct cost rate would generate additional dollars for this agency. We are hopeful at this point, and will keep the Board informed as the decisions are being made.

9. Representative Jack Chatfield

Mr. Aguirre noted that Representative Jack Chatfield was unable to attend the meeting, but he did want Superintendents to know that he endorses their efforts in building new schools for their districts.

10. Procured Contracts

Mr. Aguirre provided the Board with a copy of the HPREC available (pre-bid) procured contracts. They can be used at any time, and would save time for districts to use. Each time a contract is used, HPREC receives a 2% administrative fee, directly from the vendor, which allows us to continue providing resources to the region.

11. Online Bus Driver Training

Mr. Aguirre provided the Board with a copy of the Online Bus Driver Training information. Starting this year, HPREC will provide this service to regional districts for free. You will simply need to complete a registration form for each of your drivers, and submit them to the Business Manager for processing. We will get them signed up, and send you their login information to begin the courses. We have also provided an updated catalog of the available courses.

12. Dossier Support

Mr. Aguirre informed the Board that HPREC is working with Region IX to provide the Dossier Support project. We have once again hired Pam Hunnicutt to facilitate this project. This is the last year of dossier support, and will move into micro-credentialing. Ms. Kodi Sumpter stated that she has received nothing but positive feedback from every teacher that works with Pam on their dossier. She has been invaluable to teachers.

Mr. Aguirre also pointed out that HPREC provides additional resources to our regional schools, including Achieve 3000, Edgenuity, Curriculum Associates (iReady), Solution Tree licenses for professional development, Medicaid School Based services and reporting, Goalbook, Para-Professional Training through LRP, Transition Services for Special Education compliance, SAT support training, CPI Training, and Summer Reading Program for students.

13. Board Meeting Dates for FY24

Mr. Aguirre provided the Board with a list of upcoming board meeting dates for FY24.

He also informed the Board that HPREC is getting ready to sign the Statewide Call Center MOU with REC IX for FY24. The year 1 funding was much greater, which has caused year 2 to be

less, but we are still hoping the outcome is successful. The call center is available to all students, teachers, staff, and parents for technical support.

VI. Financial Report

1. *Expenditures

Mr. Aguirre presented a list of expenditures for the period 07/01/2023 through 08/31/2023 to the Board for approval. Ms. Kristie Medina moved to approve the expenditures, as presented. Ms. Amy Roble seconded the motion, and it was carried unanimously.

2. *BARS & Transfers

Mr. Aguirre presented a list of BARS and Transfers to the Board for approval. Mr. Ray Maestas made the motion to approve the BARS and Transfers, as presented. Ms. Amy Roble seconded the motion, and it carried unanimously.

VII. Comments from Participants

Ms. Amy Roble provided the Board with an update on her building project. She mentioned that PSFA does not agree with costs put in for teacherage, so be prepared for that part of your application to be scrutinized. They are ready for the planning and building phase.

Ms. Kristie Medina stated that her district is going out for bond in November. They are currently working on marketing. They are in the process of renovating their gym and giving it a new look, but it should be ready by Homecoming.

Ms. Shannon Aguilar noted that they are in the midst of a bond also, but she is not familiar with the process, and is learning a little more each day. They stalled at Phase 3 of construction, ran out of funding, but will go out for bond again to continue. They are working on their elementary building, after a flooding incident. They also continue to work with their local charter school.

Mr. Ray Maestas informed the Board that his district is up 40 kids, including students that came from Ukraine and Portugal. Their classrooms are getting full, which is a great thing. They are not going out for bond, but are in the middle of replacing fire panels, and re-doing their track. They continue working on their 5-year maintenance plan, but face several obstacles in getting it approved. The Board discussed return to work for retired teachers.

Ms. Kodi Sumpter stated that her district continues working through the 'hoops' on their new school building. It has definitely been a challenge. They are up 30% from 2 years ago in student population. Her district is waiting on the final waiver from PSCOC that they tell you about.

Mr. Aguirre shared with the Board that Secretary Romero would like to come and attend one of our board meetings, but he would like to set it up when everyone is available. He also informed the Board that the RECA group has taken over the NMCEL conference that happens in July, and wanted feedback from the group on how things went. Ms. Kodi Sumpter stated that it was a much better conference this year, with higher quality speakers. Mr. Aguirre stated that he feels we could have done a much better job, especially with marketing. He also discussed the poor quality that HPREC received at the Sheraton Albuquerque Hotel for an event that was pricey.

Ms. Amy Roble discussed the school security software that was discussed during one of the last Superintendent calls. She originally felt like the software would not support rural schools, but after some research feels it could actually help rural schools in their efforts for school security. The software package, with individual licenses, would be installed on phones, and/or laptops of the users. In the event of an incident, you would use your 'panic button', which would alert your closest police department, and they would be able to literally allow the responding officers to patch into the incident via a school radio or cell phone. This communication would be in a closed system. In order to get the software to work properly, you will need to have the local police department, the Colfax County Sheriff's Department, and the state police to all be on board. The grant for this software purchase is due at the end of September, and will cover all the costs associated with this program. She has contacted all the participating parties to work on a plan to get them all involved, and once this is complete, it will open the doors for anyone else wishing to join.

The board discussed other efforts regarding school security, fire alarm systems, and PSFA.

Mr. Aguirre thanked the Board for attending.

VIII. Adjournment

Mr. Ray Maestas made the motion to adjourn the meeting. Ms. Amy Roble seconded the motion, and it was carried unanimously. The meeting was adjourned at 11:49 a.m.

ITEMS LISTED WITH AN * PROCEEDING THE ITEMS ARE TO BE ACTION ITEMS. HOWEVER, THE BOARD RESERVES THE RIGHT TO TAKE ACTION ON ANY AGENDA ITEM AS IT DEEMS NECESSARY.

Kodi Sumpter

Chairperson

Ray Maestas

Attest











Board Mtg Minutes Sept 2023

Final Audit Report

2023-11-14

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