

**SCHOOL VISITATION MEETING OF THE BOARD OF EDUCATION
CLOVIS MUNICIPAL SCHOOLS
Lincoln-Jackson Family Center
206 Alphon
August 12, 2008**

A school visitation meeting of the Board of Education was held on Tuesday, August 12, 2008, at 5:30 p.m. at the Lincoln-Jackson Family Center, 206 Alphon, Clovis, New Mexico. School Board members present were: Lola Bryant, President; Terry Martin, Vice President; Lora Harlan, Member; and Max Best, Member. Mark Lansford, Secretary, was unable to attend. Dr. Rhonda Seidenwurm, Superintendent, was in attendance. Additional individuals present were: Jelayne Curtis, Executive Assistant to the Superintendent; Joel Shirley, Deputy Superintendent; David Brisenio, Executive Director of Federal Programs; Cynthia Flores, Coordinator of the Lincoln-Jackson Family Center; Brian Stacy; and a representative from the *Clovis News Journal*.

I. CALL TO ORDER/ROLL CALL

Ms. Bryant called the meeting to order. A quorum of the Board was present. The Clerk of the Board indicated that Mr. Lansford would be joining the meeting telephonically to discuss agenda item V-C.

II. INVOCATION/PLEDGE AND SALUTE – Dr. Rhonda Seidenwurm

Dr. Seidenwurm offered the invocation, pledge, and salute.

III. *CONSIDER APPROVAL OF MINUTES

Mr. Martin made a motion to approve the minutes from the previous meeting. Ms. Harlan seconded the motion. The motion carried unanimously.

IV. *CONSIDER APPROVAL OF AGENDA

Dr. Seidenwurm requested to move item C prior to item A so that Mr. Lansford could join the discussion and consideration. Mr. Martin made a motion to approve the agenda as amended. Mr. Best seconded the motion. The motion carried unanimously.

V. SUPERINTENDENT'S REPORT – Dr. Rhonda Seidenwurm

***A. Consider Resolution Adopting a 403(b) Plan Document**

Dr. Seidenwurm stated that at the last Board meeting, the Board approved a RFP for a 403(b) Plan Administrator. She said that she did not bring the Resolution to the Board as a part of the RFP. The Resolution delegates to the Superintendent, Deputy Superintendent, and/or the Chief Financial Office the authority and responsibility to adopt a 403(b) plan and to act on the Board's behalf with respect to this plan. Dr. Seidenwurm stated that the district looked at different plans and any plan with five or more employees we kept as a part of the agreement. Those employees on plans with less than five employees will have to choose a different 403(b) provider beginning January 1, 2009. She mentioned that Claude Burba would still be involved with the plans and the district would be able to continue to work with he and his company. Additionally, the district would open up locally the option to provide a plan to employees provided they had five or more employees signed up. The district would have approximately seven organizations providing the 403(b) plan, but we can add plans at any time.

Mr. Martin made a motion to approve the Resolution adopting a 403(b) Plan Document as presented. Mr. Best seconded the motion. The motion carried unanimously.

***B. Consider CES Quote**

1. Freezer @ Maintenance Facility

Mr. Shirley presented the CES quote for the purchase of a new freezer to be located at the maintenance facility on Llano Estacado. He stated that the district has old freezers and when they break down, the district doesn't have a location to place the food items. He also stated that the district would save approximately \$30,000 with the installation of a new freezer due to less milk and fresh vegetable deliveries. The freezer is 19 feet by 44 feet and would be on the exterior of the maintenance building. There was discussion regarding a larger door to allow palate entries. Mr. Martin recommended the purchase of the 52" door at an additional cost of \$500. The total quote would be \$88,950 to include the larger door. The money would be paid from SB-9 funds.

Mr. Martin made a motion to approve the CES quote for a new freezer at the maintenance facility. Ms. Harlan seconded the motion. The motion carried unanimously.

***C. Consider End Zone Graphics & Other Possible Costs on Leon Williams Football Field**

Dr. Seidenwurm indicated that she informed the Board at the last meeting that we discovered a broken pipe on the high school football field during the construction for the artificial turf. She stated that she had approved the replacement cost, which was \$80,000 but was reduced to \$67,000 by the contractor. The contractor would be contributing the difference. Dr. Seidenwurm also approved a change order in the amount of \$17,000 for electrical work at the field in order to provide additional electricity for the band. Dr. Seidenwurm stated that the Wildcat in the center of the field was a part of the original cost of the field; however, the graphics in the end zones were not. The graphics in the end zones would be white with purple trim and would cost \$28,000 (amount includes gross receipts tax).

Mr. Martin commented on the quality of work being completed at the field. He was impressed with the work and recommended approval of the additional costs mentioned by Dr. Seidenwurm. Mr. Lansford asked if the Board decided to place the lettering in the end zones, would the field be ready by the first home football game? Mr. Shirley replied, yes. Mr. Lansford also clarified that the Board would need to ratify one act (drainage/electrical) and approve another (end zone graphics). Dr. Seidenwurm stated that the Board would need to ratify her decision to go forward with the drainage and electrical.

Ms. Harlan stated that the Booster Clubs possibly could have raised a portion or all of the cost for the end zone graphics if they had been given advance notice. Mr. Best asked if it was cheaper now than later to place the graphics. Mr. Shirley stated that it is considerably cheaper now than later. Mr. Best indicated that he would not be comfortable having the Booster Clubs try to raise money on such a short timeframe. Mr. Best stated that the previously provided brochure outlining the field included the graphics in the end zones and contributors believe the graphics would be a part of the field. Ms. Bryant clarified that the graphics are in addition to the original cost. She also asked where the funds would come from. Dr. Seidenwurm stated that the graphics are an additional cost and the money would come from the bond fund.

Mr. Best made a motion to ratify prior changes (drainage/electrical) approved by the Superintendent. Ms. Harlan seconded the motion. The motion carried unanimously.

Mr. Martin made a motion to approve the end zone graphics as presented. Mr. Best seconded the motion. The motion carried 4-1.

Mr. Best commented on the great work being conducted at the field by the contractors. He requested to recognize the contractors at the first football game. Dr. Seidenwurm also stated that she would prepare a letter to the editor recognizing the contractors, staff, and volunteers in the construction of the artificial turf. Ms. Bryant wanted as a point of record that she was under the assumption that the graphics were approved when the field was approved.

D. Introduction of Principal/Principal's Report

Dr. Seidenwurm introduced Ms. Flores, Coordinator of the Lincoln-Jackson Family Center. Ms. Flores stated that prior to the Board meeting, the Center had 100 parents attend an informative meeting to hear about what the Center has to offer in regards to the 4-year old program. She also discussed with the Board the dual-language classes offered at the Center and provided the Board members with a brochure outlining the additional programs. Ms. Flores highlighted the Family Literacy Program, 21st CCLC Program, which is an after-school program, Family Leadership Institute, Puente, Family Services Programs, Parents as Teachers, and FYRA. She also briefly discussed the computer lab classes, GED class, tutoring services for secondary students, and that the Center will soon have a recreational piece to their offerings.

VI. TOUR OF FACILITY – Joel Shirley/Cynthia Flores

The Board toured the facility.

VII. *ADJOURN

Ms. Harlan made a motion to adjourn the meeting. Mr. Martin seconded the motion. The motion carried unanimously.

CLERK

PRESIDENT

DATE MINUTES TO BE APPROVED:

August 26, 2008