



# Four Corners

Regional Education Cooperative #1  
*Working for the Future*

MEETING MINUTES  
APRIL 21, 2022  
ZOOM

- I. Welcome and Introductions – Meeting was held virtually and was called to order at 3:36 p.m.
- II. Roll Call and Determination of Quorum – Quorum was determined as follows:
  - Present:
    - Dr. Kimberly Mizell, Bloomfield Schools
    - Dr. Eugene Schmidt, Farmington Municipal Schools
    - Dr. Toni Pendergrass, San Juan College
    - Steve Carlson, Central Consolidated Schools
  - Absent:
    - Mike Hyatt, Gallup-McKinley County Schools
    - Kevin Summers, Aztec Municipal Schools
    - Randy Stickney, Zuni Public Schools
  - Also in Attendance:
    - David Bowman, Director
    - Jodie Maestas, Business Manager
    - Staci Babcock, Accounts Payable
- III. Agenda Review and Approval – Mr. Bowman presented the agenda for review and approval. No changes were noted. Dr. Schmidt moved to approve the meeting Agenda and Dr. Pendergrass seconded. The motion passed to approve the meeting agenda.
- IV. Actions regarding CLIA IGA
  - a. Action: Ratify Acceptance of the CLIA Contract (IGA) – Mr. Bowman explained that to be in compliance, the CLIA Contract needed to be officially approved. Dr. Schmidt moved to approve the CLIA Contract and Dr. Pendergrass seconded. The motion passed to Ratify Acceptance of the CLIA Contract.

- b. Action: Approval of Director's Stipend (\$10,000, 0.1 FTE) – Dr. Schmidt suggested approving the remaining listed action items for the CLIA Contract. Dr. Mizell stated that she would not oppose approving the remaining listed action items for the CLIA Contract. Dr. Schmidt motioned to approve the remaining listed action items, IV. b-e, for the CLIA Contract and Dr. Pendergrass seconded. The motion passed to Approve the remaining listed action items, IV. b-e, for the CLIA Contract.
- c. Action: Approval of CLIA Coordinator's Salary (\$65,000, currently advertised) – Approval received in item IV. a.
- d. Action: General Approval of Contracts for CLIA site visitors (\$250/day) – Approval received in item IV. a.
- e. Action: General Approval of MOUs for Incorporation into CLIA Certificate – Approval received in item IV. a.

V. Actions regarding the Federal IER (EEDW) Award

- a. Action: Ratify Acceptance of Federal IER (EEDW) Award – Mr. Bowman explained again that to be in compliance, the IER (EEDW) Award needed to be officially approved. Dr. Pendergrass moved to approve the IER (EEDW) Award and Dr. Schmidt seconded. The motion passed to Ratify Acceptance of the IER (EEDW) Award.
- b. Action: Approval of Director's Stipend (\$55,000 per annum) – Mr. Bowman noted that this would be prorated from the start of the grant. Dr. Pendergrass moved to approve the Director's Stipend and Dr. Schmidt seconded. The motion passed to approve the Director's Stipend.
- c. Action: Approval of Administrative Coordinator Salary (\$55,000 per annum, retroactive to 3/1/22) – Mr. Bowman noted that this would be prorated from the start of the grant. Dr. Schmidt moved to approve the Administrative Coordinator Salary and Dr. Pendergrass seconded. The motion passed to approve the Administrative Coordinator Salary.
- d. Action: Approval of ECHS IT Coordinator Salary (YR 1: \$65,000, YRS 2-4: \$85,000) – the Board questioned the substantial increase after year 1, as it is not common practice in grant awarded positions. Mr. Bowman noted that he built the budget on a full year's salary for years 2-4, as year 1 was not a full year. Also noted was that the budget was initially built on a fiscal year, however awarded on a

federal year ending in December. The salaries were reflected to attract the quality of people sought. The Board still agreed that the salaries are impressive with the titled positions, as most federal grant positions range between \$50-60k. Dr. Schmidt made a motion to approve the ECHS IT Coordinator Salary prorated based on the late start of the fiscal year and Dr. Pendergrass seconded. The motion passed to approve the ECHS IT Coordinator Salary prorated based on the late start of the fiscal year.

- e. Action: Approval of Business IT Coordinator Salary (YR 1: \$45,000, YRS 2-4: \$75,000) –Dr. Pendergrass made a motion to approve the Business IT Coordinator Salary prorated based on the late start of the fiscal year and Dr. Schmidt seconded. The motion passed to approve the Business IT Coordinator Salary prorated based on the late start of the fiscal year.
- f. Action: Approval of Career Counselor Salary (YR 1: \$45,000, YRS 2-4: \$65,000) – Dr. Schmidt made a motion to approve the Career Counselor Salary prorated based on the late start of the fiscal year and Dr. Pendergrass seconded. The motion passed to approve the Career Counselor Salary prorated based on the late start of the fiscal year.
- g. Action: Approval of Higher Ed. Coordinator Salary (YR 1: \$55,000, YRS 2-4: \$85,000) –The Board questioned state mandated increases, with these positions being federally funded they would not be affected. Mr. Bowman agreed that they would not be affected. Dr. Pendergrass made a motion to approve the Higher Ed. Coordinator Salary prorated based on the late start of the fiscal year and Dr. Schmidt seconded. The motion passed to approve the Higher Ed. Coordinator Salary prorated based on the late start of the fiscal year.

#### VI. Actions regarding REC-1 Personnel Changes

- a. Action: Accept Jodie Maestas' Resignation as Business Manager, effective June 30, 2022 – Mr. Bowman noted that Mrs. Maestas is retiring from the School District and the REC at the end of the fiscal year. The Board thanked her for her service, time and knowledge. Mrs. Maestas thanked the Board for the opportunity and kind words. Dr. Schmidt motioned to approve Mrs. Maestas' Resignation from the REC and Mr. Carlson seconded. The motion passed to accept Mrs. Maestas' Resignation.
- b. Action: Accept Staci Babcock's Appointment as Business Manager, effective July 1, 2022 – Mr. Bowman congratulated Ms. Babcock on her new role in the District and welcomed her to the REC. Ms. Babcock thanked Mr. Bowman and the Board. Dr. Schmidt motioned to accept the Appointment of Ms. Babcock as the Business

Manager for the REC and Mr. Carlson seconded. The motion passed to accept the Appointment of Ms. Babcock as the Business Manager for the REC.

- VII. Action: Approval to Adjournment – Dr. Schmidt moved to adjourn the meeting and Mr. Carlson seconded. The motion passed to Adjourn the meeting at 3:53 p.m.



Board Member Signature

SECRETARY  
Title

8/19/2022  
Date Approved