



Four Corners

Regional Education Cooperative #1

Working for the Future

MEETING MINUTES

April 19, 2023

2:00pm

- I. Welcome and Introductions – Meeting was hybrid and was called to order at 2:01pm
- II. Roll Call and Determination of Quorum – Quorum was determined as follows:
 - Present:
 - Dr. Kimberly Mizell – Bloomfield Schools
 - Mike Hyatt, Gallup-McKinley County Schools
 - Cody Diehl, Farmington Municipal Schools
 - Kevin Summers, Aztec Municipal Schools
 - Steve Carlson, Central Consolidated Schools
 - Dr. Toni Pendergrass, San Juan College
 - Absent:
 - Randy Stickney, Zuni Pueblo Schools
 - Also in Attendance:
 - David Bowman, Director
 - Stacy Babcock, Business Manager
- III. Action to Approve Agenda Review and Approval – Dr. Mizell presented the agenda for review and approval. Dr. Mizell moved to approve the meeting agenda and Mr. Summers seconded. The motion passed to approve the meeting agenda.
- IV. Action to Review and Approve Previous Meeting Minutes – Dr. Mizell presented the January 11, 2023 and February 21, 2023 meeting minutes. Dr. Mizell moved to approve the meeting minutes and Kevin Summers seconded. The motion passed to approve the meeting minutes.
- V. Quarterly Financial Budget Reporting – Budget was present and there were no questions.

VI. Discussion, Updates and Action

- a. Action: Approve Budget Report – Mr. Summers moved to approve the budget report and Dr. Mizell seconded. The motion passed to approve the budget report
- b. Action: Approve contracts for Frost/Aztec mentors: REC-1 would act as fiscal agent for the Frost Award. Mentor administrators for this project would receive a contract valued at \$500.00.

Dr. Mizell moved to approve the contracts (10 of them) and Mr. Diehl seconded. The motion was passed to approve with contracts with Mr. Summers abstaining.

- c. Action: PAF's for State Technology Initiative: Bowman, Babcock, Gabeheart, Longacre – MOU needed to REC9 to participate in the State Technology Initiative. Final profit for REC-1 would be \$180,000 after PAF's for compensation for processes: MOU's that would be needed, negotiations, trainings, etc. Mr. Bowman gave breakdowns of amounts, Kellogg and CLIA will be ending.

Dr. Mizell moved to approve PAF's for State Technology Initiative and Mr. Summers seconded. The motion passed to approve PAF's for State Technology Initiative

- d. Action: Approve contract for State Technology Initiative: Merilatt – For coordination and implementation of the grant, it was recommended to contract Mrs. Merilatt for services. This would be separated out as she is not an employee of BSD but FMS. Payment would be made by invoiced amount.

Mr. Summers moved to approve the contract and Dr. Mizell seconded. The motion passed to approve the contract.

- e. Action: Approve contract for REC-1 2023 Audit – There is a new auditor this year. Mrs. Babcock identified Jaramillo Accounting Group. BSD has already approved them as a new vendor. Since BSD is familiar with the accounting company, it was decided to contract them for REC-1.

Mr. Summers moved to approve Jaramillo Accounting Group as new auditor for REC-1 and Mr. Diehl seconded. The motion passed to approve Jaramillo Accounting Group.

- f. Action: Pre-approval of contract with Falling Colors to continue CLIA initiative (anticipated start date: July 1, 2023) – Mr. Bowman said he had a nice conversation with the DOH. The DOH intends to route funds to REC-1 for continued participation. It will be recommended to those schools who will be expiring, to go under the umbrella of the REC-1. There will be a new contract with Falling Colors to continue work and will begin July 1, 2023. The intent is for the contract to be the same, same amount and same scope but through a different agency. Goals is 35 sites. They will have the same waiver for flu and pregnancy. Charter schools may increase, not necessarily school districts. Deana Davis will coordinator the work as before. Costs are reflective of participation. Process is running smoothly. She prepares a site visit log and weekly reports which will change to quarterly instead of weekly.

The motion was tabled.

- g. Action: Pre-approval of contract for E. Pettit, CLIA site visitor (anticipated start date: July 1, 2023) – this was tabled
- h. Action: Approval of contract for career video Spanish subtitles – AlamoNews – Through the federal grant, 30 videos have been made. There have been funds appropriated to add subtitles in Spanish on these videos using RSH Entertainment. LEARNNM will subcontract with them to do the work post production. This should be completed in June and then invoice for payment. REC-1 owns the rights to the videos.
- i. Action: Blanket approval for contracts \$25,000 and under – Mr. Bowman mentioned the difficulty of sometimes getting a quorum. He asked if the board would consider granting a minimum to allow him to approve contracts under \$25,000.

Mr. Summers motioned to approve blanket approval and Dr. Mizell seconded. The motion did not pass.

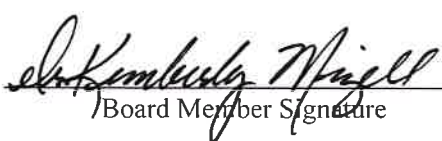
- j. Discussion: Fiscal management host agency – The question was raised last year, but nearing the end of the 2-year cycle w/BSD, REC-1 now has a program office in Farmington. There have not been any issues with BSD housing the REC-1.
- k. Discussion: Congressional funding request for reading intervention – Bowman - funding There were to requests submitted. Looking for avenues to support reading intervention. Dr. Mizell mentioned to be cautious to not compete with participating districts.
- l. Discussion: State Technology Initiative Updates – Bowman - New funding has not been approved. It is being looked at using the rollover funding. There would be limited activities with that funding. The State Tech call center will continue next year. This is in the REC-9's hands. REC-1 to gain just under \$200,000.
- m. Discussion: Tips by Text – Bowman - Have an MOU with REC-5 research group. They will be sending texts to parents 3 times a week beginning in October. We have completed an EC Workshop and were able to get 2 people to sign up out of the 3000 needed. It was asked to share this information.

VII. Superintendent discussions regarding REC-specific topics:

Mr. Hyatt mentioned there would be executive sessions to discuss the evaluations.
 Dr. Pendergrass asked Mr. Bowman to write a report to highlight accomplishments.

VIII. Next Board Meeting Scheduled for June 5, 2023 at 2:30pm. This will be hybrid and will take place at the FMS Building in the San Juan College work session room (3rd floor)

IX. Adjournment: Mr. Summers moved to adjourn the meeting and Mr. Carlson seconded. The motion passed to Adjourn the meeting at 3:10 p.m. Thanks to everyone for their time today.

	<i>Bloomfield Superintendent</i>	<i>8-25-23</i>
Board Member Signature	Title	Date Approved