



# Four Corners

Regional Education Cooperative #1  
*Working for the Future*

## MEETING MINUTES JANUARY 28, 2022

- I. Welcome and Introductions – Meeting was in-person and virtual and was called to order at 10:02 a.m.
- II. Roll Call and Determination of Quorum – Quorum was determined as follows:
  - Present:
    - Dr. Kimberly Mizell, Bloomfield Schools
    - Kevin Summers, Aztec Municipal Schools
    - Mike Hyatt, Gallup-McKinley County Schools (Zoom)
    - Daniel Benavidez, Central Consolidated Schools
    - Adrienne Forgette, San Juan College Delegate (Zoom)
  - Absent:
    - Dr. Eugene Schmidt, Farmington Municipal Schools (Zoom)
    - Randy Stickney, Zuni Public Schools
    - Dr. Toni Pendergrass, San Juan College
  - Also in Attendance:
    - David Bowman, Director
- III. Agenda Review and Approval – Mr. Bowman noted that the finance report calls for an approval, amending V. Action: Quarterly Financial Budget Reporting. Dr. Mizell also noted that the order of the agenda needed amended to allow for action items to be addressed while a quorum was reached. Mr. Summers moved to approve the meeting agenda with approval of finance reports and amended order and Mr. Benavidez seconded. The motion passed to approve the meeting agenda with approval of finance reports and amended order.
- IV. Previous Meeting Minutes Review and Approval – Dr. Schmidt presented the minutes of the previous meetings as follows:
  - a. August 5, 2021 Regular Board Meeting
  - b. December 17, 2021 Special Board Meeting

c. January 5, 2022 Special Board Meeting

Minutes were reviewed with no changes noted. Mr. Benavidez moved to approve the minutes and Mr. Summers seconded. The motion passed to approve the previous meeting minutes.

VI. Discussion, Updates, and Actions

- a. Discussion: REC-1 Audit Report – Mr. Manning presented the financial audit as an unmodified opinion, which is the best possible. The report is nice and clean indicating statement of net position. The report indicates the revenue and expenses for the year and notes to the financial statements. The internal controls indicated no material weaknesses and no significant deficiencies. No audit findings were found and the one previous audit finding was resolved.
- b. Action: Approval of REC-1 Audit – Mr. Summers moved to approve the REC-1 Audit and Dr. Mizell seconded. The motion passed to approve the RED-1 Audit.
- c. Discussion and Action: Federal Payment Policy – Mr. Bowman had presented the resolution during the work session, which would enable the REC to draw funds prior to expenditure and then expend the funds as soon as administratively possible follow receipt. It was determined that the resolution should be reviewed legally before approval. Mr. Summers motioned to table the motion and Mr. Benavidez seconded. The motion was rescinded by both. Dr. Mizell made the motion to approve the Federal Payment Resolution pending legal review and Mr. Summers seconded. The motion passed to approve the Federal Payment Resolution pending legal review.
- d. Update: DOH-CLIA Contract Update – Mr. Bowman updated the board in the work session.
- e. Discussion and Action: Stipends for Maestas, Babcock, and Gabehart for added duties during the Kellogg grant. Amounts include \$4,500 for Maestas and \$2,700 each for Babcock and Gabehart. Mr. Summers motioned to approve the Stipends and Mr. Benavidez seconded. The motion passed to approve the Stipends.
- f. Discussion: EEDW Review – Mr. Bowman updated the board in the work session.

- V. Quarterly Financial Budget Reporting – Mr. Bowman presented the quarterly financials including the BARs received, the expense and revenue reports, cash reports, and check listing. Mr. Benavidez motioned to approve the Financial Budget Reports and Dr. Mizell seconded. The motion passed to approve the Financial Budget Reports.
- VII. Superintendent Discussion – Mr. Bowman noted previous discussions of hosting conferences, and his moving forward with the idea. The first conference will be held on Saturday, March 5<sup>th</sup> with Reading Horizons. The will be a one-day training focusing on instructional reading. It will be held in-person with a 50 participant limit and will be free of charge. Reading Horizons will be providing lunch and registration will be hosted by the REC.
- Dr. Mizell inquired about the return of college and career fairs for middle school students at the college and Mrs. Forgette replied with the college’s hopes to have that return soon.
- VIII. Next Board Meeting – Mr. Bowman noted that the next meeting is scheduled for April 13, 2022 at 10:00 a.m. Discussion was to keep the scheduled meeting until closer to the date and determine a quorum.
- IX. Adjournment – Dr. Mizell moved to adjourn the meeting and Mr. Benavidez seconded. The motion passed to adjourn the meeting at 10:34 a.m.



Board Member Signature

CHAIR

Title

4-15-22

Date Approved