

CES Executive Committee Meeting  
Minutes

October 14, 2024

Call to Order:

The meeting was called to order at approximately 2:10 p.m. by President, Brian Snider. The meeting notice, agenda, and accompanying documents were disseminated to attendees 10 days prior to the meeting via email and posted on the CES' website.

Roll Call:

Members Present:

Brian Snider	President
Kevin Summers	Region I – Secretary
Felix Garcia – Jemez Mountains	Region II
Johnna Bruhn – Mosquero	Region III
Cody Patterson	Carrizozo VII
Dr. Sandra Rodriguez	Higher ED 4 Year
Dr. Charley Carroll	Higher Ed 2 Year
Erik Bose – ABQ Charter Academy	NMCCS

Members Absent:

Dr. Cindy Sims – Estancia	Region IV
Elisa Begueria – Lake Arthur	President Elect
Tandee Delk – Elida	Region V
Dr. Gerry Washburn – Carlsbad	Region VI
Travis Dempsey – Gadsen	Region VIII
Stan Rounds	NMCEL
Dr. Candice Castillo	NMPED
Joe Guillen	NMSBA

Non-Members Present:

David Chavez	CES Executive Director
Robin Strauser	CES Chief Financial Officer
Lianne Pierce	CES Director of Ancillary
Gustavo Rossell	CES Director of Procurement
Brad Schroeder	CES Director of Technology
Jim Barentine	CES Southern Services Director
Yvonne Tabet	CES Human Resource Specialist

Quorum

CES Board Policy states that attendance by one third of the Executive Committee constitutes a quorum. This was, therefore, a duly convened meeting of the CES Executive Committee.

Approval of Minutes

A motion was made by Kevin Summers and seconded by Felix Garcia to approve the meeting minutes from July 16, 2024. Motion passed unanimously.

### Approval of Agenda

A motion was made by Kevin Summers and Seconded by Felix Garcia to approve the agenda for the October 14, 2024 Executive Committee meeting.

Dr. Chelsy Bradley was welcomed to the CES Executive meeting, she provided an update and overview of the New Mexico AAIS mathematics project goals. Looking at instructional trends and how the Summer and Fall 2024 trainings were applied to the classroom. Data from training is being used to customize and establish new growth goals, moving forward with the project. The compiled data is not being used as an evaluation tool; the data is being used to establish new growth academic goals.

- Purpose and Goals of Fall 2024 Learning Walks
  - Classroom visits to identify instructional trends
  - Customize training and establish growth goals
  - Non-Evaluative.
- AAIS/NM Math Learning Walk Form is used as a rubric, not as an evaluation tool
  - The form is broken into 3 categories with a ranking system from 1-3:
    - Teacher Facilitation
    - Cognitive Engagement for All Students
    - Academic Conversation
- The data report that the Superintendent and leadership receives includes:
  - Overview of Participants and Rating Score
  - Observation ratings in percentages and average scores
  - Comparative data dependent on attendance to trainings (Summer & Fall)
  - Steps to address areas of growth identified in Learning Walks

### Agency Communications

The following reports were presented

#### Partnerships – Elisa Begueria

Not present. No report given.

#### NMCCS – Erik Bose

Had a great two-day meeting for charter leaders in Ruidoso at the Inn of The Mountain Gods. Voted into the affiliate organization with NMCEL.

#### NMCEL – Stan Rounds

Not present. No report given.

#### NMPED – Dr. Castillo

Not present. No report given.

#### NMSBA – Joe Guillen

Not present. No report given.

### Higher Education (4yr) – Dr. Sandra Rodriguez

A lot of work is going on with the Early Childhood Program, pre-Kindergarten, PED is currently working on

aligning standards, competencies, and accreditation statewide. The Residency program received three-year funding from PED. Teachers will begin a one-year teaching residency versus the traditional semester student teaching block.

#### Higher Education (2yr) – Dr. Charley Carroll

The rising cost of construction continues to be a concern. LLC is coming to visit NMCC on October 28<sup>th</sup>-29<sup>th</sup> to discuss construction costs and strategies to curtail costs. Open to any suggestions to help reduce the costs.

#### Finance – Elisa Begueria

Not present. No report given. David indicated that CES received a clean audit and are awaiting review by the State Auditor prior to disseminating the audit to Members.

#### Scholarship – Johnna Bruhn

David indicated that Sam Garcia will be present to give the scholarship award from CBA to Jal Public School District and President Snider at the Full Board Meeting – October 15, 2024.

Senator Gallegos has reached out to the Attorney General regarding regional scholarships. We have not received any communication on the outcome of his request. David will ask Senator Gallegos to reach out again.

#### Policy – Brian Snider

The policy review process starts at the beginning of the 2025 calendar year. David will reach out to President-Elect Elisa Begueria to start the internal review in March/April, Elisa will assign a committee member to assist CES administration in the process.

Policy went out to Superintendents and hopefully approved with proposed revisions at the Full Board Meeting October 15, 2024.

#### Program Overview and Reports

##### a. Six Year Study Update

Dr. Kim Mizell /Site are collaborating with Regional School Districts. The plan is to continue with the professional development found in the strategic action plans of individual school districts involved in the study. Special Education and EL have been observed as areas for improvement.

Next advisory committee meeting is October 28<sup>th</sup> at these quarterly meetings advisory committee members receive feedback on how districts are doing with key performance indicators. Districts have been well engaged, Principals are attending the training, the feedback and evaluations received are positive and the training that AAIS is providing is being implemented in the classroom.

##### b. Lease Agreements

All available suites at the east building are fully leased and CES should see our revenue increase for this fiscal year.

##### c. Dr. Chelsey Braley – AAIS Mathematics Debriefing – presented at the beginning of the meeting.

#### Administrative Reports

Finance – Robin Strauser informed the Executive Committee members present that a full financial report is included in the meeting packet. Robin went on to report that CES had a fantastic fiscal year for 2023-2024. The audit was unmodified, there were no findings. Taking all revenue generated from all contracts and

capturing all the sales, CES did 575 million through its contracts and Ancillary program. Last year's revenue was approximately 540 million, so we had an increase from the prior year. Through August, CES is ahead of last fiscal year by 19.7% in revenue . We have brought in and approved \$91.5 million in P.O.s for the first quarter of the current fiscal year. CES is looking extremely healthy in its financial position.

Things are going well in the Finance Department, and we have been fully staffed for the last 3 months.

Ancillary – Lianne Pierce highlighted a few items. A full report is included in the meeting packet. We had 207 Ancillary staff in August and are up to 230 staff in October replacing staff resignations and retirements. We are working on Ancillary's application process on CES 'website with Brad improving the application. Overages this year, for the month of September we had 9 compared to last year, when we had 27 for this same time period, we continue to see a downward in overages.

Working with the Department of Vocational Rehabilitation on site agreements to help support students with severe disabilities that need additional assistance and services.

Procurement – Gustavo Rossell highlighted a few items, a full report was included in the packet. The procurement department continues to work on securing solicitations & contracts saving members time and money. The landscape of the market in New Mexico has changed and there are needs for other services such as procurement as a service, and software as a service. Working on diversifying the products that we offer. Looking into expansion into Idaho, Utah, and Nevada.

Northern Services/REAP – Paul Benoit, full report is included in the packet.

Technology – Brad Schroeder highlighted a few items, a full report is included in the packet. All CES users are now using Microsoft Authenticator for accessing Microsoft 365 resources. All efforts are geared towards 100% cloud for all CES users by the time we launch Microsoft Dynamics BC (Business Central) and TORQ.

Southern Services – Jim Barentine highlighted a few items, a full report is included in the packet. Focus has been on the southern part of region 4, and region 7 & 8. Jim reported that he will be spending time distributing member service credits.

Recently Aaron Gonzales has left his position with media production, Tara Summers has taken over the position. You will see some differences in the way we are branding the photos and posts. Working with Brad on placements of videos on CES' website.

Human Resources –Yvonne Tabet highlighted a few items, a full report was included in the packet. Terribly busy time of year, processing many new hires this quarter, so many that the bulk of the new hires this quarter is the same number of total hires from last year. Working with Brad on Tailoring the Ancillary applications on CES' website so potential new hires for Ancillary are aware and apply for positions that are regionally based.

#### Executive Director Report

- i. Request approval to accept a \$50,000.00 grant from the Thornburg Foundation to support the Six-Year Study A motion was made by Kevin Summers to accept the Thornburg Foundation Grant, seconded by Felix Garcia. Motion passed unanimously.
- ii. Request approval to hire a Human Resource Specialist to assist districts in meeting their Human Resource needs. This item was discussed with superintendents that attended the regional meetings. The person would be an employee of CES. This person would assist districts with recruitment and hiring, on boarding and training, employee relations, performance management, compliance and record keeping, policy development, reporting and analysis. A motion was made by Eric Bose, to approve the hiring of a Human Resource Specialist, seconded by Kevin Summers. Motion passed unanimously

Personnel Report – David Chavez stood for questions. No questions were asked.

Consent Agenda

A motion was made by Kevin Summers, seconded by Felix Garcia to accept the consent agenda as presented. Motion passes unanimously.

Setting Next Meeting Dates

- a. February 12, 2025 in conjunction with the NMSBA Board Member Institute. This meeting will include dinner.

A motion was made by Kevin Summers to adjourn, seconded by Eric Bose. Motion passes unanimously.

Meeting adjourned.