

Your New Mexico Purchasing Cooperative

**CES**

# NEWSLETTER

**January 2020**

## Happy New Year, Time for Renewal, Same Commitment

On behalf of our CES family, I want to wish you a Happy New Year, well wishes on keeping those resolutions that you've made and hope that they lead to forming healthy habits. At CES we are looking at 2020 as a renewal in providing the same commitment that has made us the cooperative of choice in New Mexico.

### **Continued Quality Service**

Our staff feels fortunate to have the opportunity to continue serving our members and assisting them in meeting the needs of the children that they serve. Our staff continues to be responsive to the needs of our members, participating entities and vendors. Each of the staff members is attentive to providing each of you with personalized customer service.

### **Best in Class Vendors (Procurement Partners)**

Member and vendor confidence in our cooperative purchasing program remain strong. Members use our contracts. Vendors supply quality goods and services. We continue to receive positive feedback from our members as to the quality of their interactions with CES vendors. We continue to strive to ensure that the contract awards are made to procurement partners that bring best value for our members.

### **Complimentary Education Program Offerings**

The CES Executive Committee has committed approximately \$4,000,000.00 of CES' budget for complimentary educational programs over the past four years. The budget has been used for the development and offering of several complimentary programs. These offerings include the following:

Technical Assistance Program (TAP) offers professional development in all areas of Special Education.

School Improvement Technical Expertise (SITE) offers professional development opportunities for general education staff.

Administrator Leadership Development (ALD) offers alternative licensure opportunities for Level III educators.

Superintendents Leadership Academy (SLA) offers professional development opportunities for Superintendents and central office leadership teams.

Leading Educators Through Alternative Pathways (LEAP) offers an alternative license program for Bachelor (or higher) degreed individuals that desire to pursue teaching as a career.

**David Chavez, Executive Director  
Cooperative Educational Services**

# Tip of the Month

We all have goals for our businesses, whether it is to increase sales, to reduce operating costs, or even to increase our client loyalty. However, just having a goal isn't enough. The goals that you make for your business should be formulated to be as attainable as possible. This can be achieved by adopting S.M.A.R.T. goals. S.M.A.R.T. goals are known as such because they are: Specific, Measurable, Attainable, Relevant, and Timely. Google (search) "SMART goals" for more information.

## Procurement News

### Dec. 2019 - Contract Renewals

- 17-003 Computer Equipment
- 17-004 Network, Computer, Hardware Maintenance and Support Services
- 17-07 Copiers, Printers, and Multifunctional Digital Equipment and Managed Print Services
- 19-05 Educational Software and Library Media
- 19-06 Food Service Management Software and Hardware
- 19-010 Facility, Building, System Replacements, Upgrades, Retrofits

- 19-011 Energy Consulting, Assessments, Audits and Energy Studies
- 19-022 Modular and Pre-Engineered Buildings

### New JOC Contract Awards (288 contracts to 134 contractors)

- 2020-05 JOC Painting (4 contractors)
- 2020-06 JOC- Landscaping (5 contractors)
- 2020-07 JOC Fencing (5 contractors)
- 2020-08 JOC-Mechanical-Electrical-Plumbing (34 contractors)
- 2020-09 JOC General Contracting (54 contractors)
- 2020-10 JOC Roofing (14 contractors)
- 2020-11 JOC Paving (18 contractors)

### Current Solicitations

RFP No.	RFP Title	Close Date
2020-02	Under \$25K & Under \$60K – Grounds Maintenance	12/20/19
2020-03	Under \$25K & Under \$60K – Mechanical / Electrical / Plumbing Maintenance	12/20/19
2020-04	Under \$25K & Under \$60K – Facility General Maintenance	12/20/19
2020-27	School & Activity Buses	1/27/20
2020-28	Hazardous Waste Materials	1/24/20

## Calendar & Events

MORE INFO ON CES EVENTS: [Here](#)

- 1/1 NEW YEAR'S DAY
- 1/15-16 SUPERINTENDENTS' BUDGET WORKSHOP @ CES
- 1/20 MARTIN LUTHER KING JR. DAY
- 1/21 NEW MEXICO LEGISLATURE CONVENES
- 1/21-23 NEW MEXICO COUNTIES LEGISLATIVE CONFERENCE
- 1/23 CES EXECUTIVE COMMITTEE MEETING IN SANTA FE
- 1/23 TAP WORKSHOP IN ALBUQUERQUE
- 1/24-25 NMSBA BOARD INSTITUTE IN SANTA FE
- 1/30 TAP WORKSHOP IN ALBUQUERQUE

### January 2020

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

If you are aware of additional dates of general interest and would like them included in the monthly calendar, please email [jim@ces.org](mailto:jim@ces.org).

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## INTRODUCING STAFF CHANGES

It is with great pleasure that we announce Ms. Teri Thelemaque has transitioned over to the Human Resources Specialist role here at CES. Teri started at CES in 2017 as an Administrative Assistant in our Ancillary department. In this role she got to know each Ancillary staff member and helped HR keep files up to date on each employee. During her time in the Ancillary office, Teri's interest in HR topics began to grow.

Teri is a graduate from Aztec High School and the Anderson School of Management at UNM. Teri has a vast work history including time spent in Haiti working with different non-profits.

Before coming to CES, Teri coordinated the day to day administrative duties with the Methodist Children's Home Family Outreach office here in Albuquerque.

Teri enjoys spending time with her husband and 3 children. Between reading books, coloring, chasing kids outside and playing video games, her weekends are full.

Please join us in welcoming Teri as CES' new Human Resources Specialist.

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It is with great pleasure we announce that Leslie Neely has transitioned into the CES Receptionist position. Leslie started with CES in June 2007 as a Member Service Representative (MSR). She stayed in this position for 10 years after which she applied for and received the Executive Administrative Assistant position to David Chavez. Leslie then transitioned into the receptionist position once it became available.

Leslie graduated from Hope Christian School then went on to Oklahoma Baptist University where she studied business. She met her husband of 35 years at OBU and they have 2 adult daughters, one son-in-law and one beautiful grandson.

Before coming to CES Leslie spent many years as a stay-at-home mom and then decided to venture out into the working world. Most of these positions were in business offices which helped her acquire her first position at CES.

Leslie enjoys reading, crafting, watching old black and white movies, and spending time with family.

Please join us in welcoming Leslie as CES' new Receptionist.

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With Leslie moving to the Receptionist role, the Executive Administrative Assistant role opened. It is with excitement that we announce Ms. Pamela Reed has moved into this role from her Member Service Representative (MSR) role.

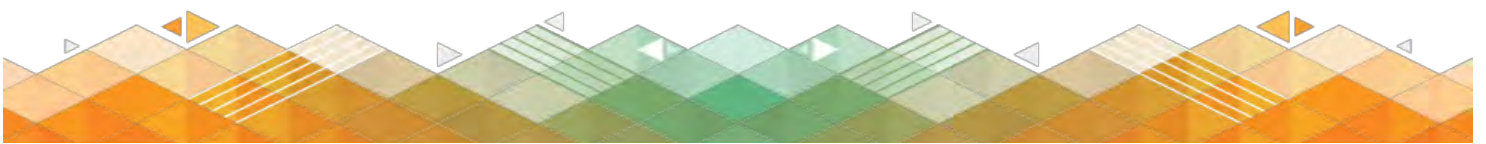
Pam Reed began working at CES as a MSR in the Business Office. She worked with the Entities beginning with the letter "A" through to Carlsbad Schools. She was a MSR for 7 ½ years and has just recently taken the position of Executive Assistant beginning 1/1/20.

Pam is the mother of 3 children and the grandmother to 8 grandchildren; she is the wife of Adrian, married for 45 years. Outside of CES she serves at New Heights Baptist Church in the Music Ministry playing the piano and organizing Special Music.

Before coming to CES Pam worked as the Executive Secretary for 8 years at Arlington Baptist University and is very excited to use those skills again.

Please join us in welcoming Pam as CES' new Executive Administrative Assistant in support of the Executive Director and Deputy Director.

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## INTRODUCING STAFF CHANGES, contd.

We are excited to announce our new Business Services Specialist, Ms. Bridget Rivera. Bridget came on board with CES in November 2019. She is very excited to be a part of a company that makes a difference for the children of New Mexico.

Bridget graduated from Highland High School and CNM. She has worked in a finance/collection role for the last 5 years. Her experience began with property management then transitioned into accounts receivable for an international gas company.

Bridget and her 4 years old daughter love to travel, spend time with family and the outdoors.

Please join us in welcoming Bridget as CES' new Business Services Specialist.

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The Ancillary office is pleased to announce Ms. Rhonda Yrene who will be taking over for Teri Thelemaque as Ancillary Administrative Assistant.

Rhonda brings many talents from her experience with being an Administrative Assistant, teaching skills in the educational field along with her customer service skills from the past 28 years.

Rhonda graduated from Highland High school in Albuquerque, NM. Rhonda had attended NMSU majoring in Education where Rhonda is still working towards completing her degree.

She was born and raised in Albuquerque and is from a big golfing family where her family opened and ran Ladera Golf course for many years.

Rhonda lived in Scottsdale, AZ for 23 years and has been married for 32 years with a family of 3 children. Her husband is the head Golf Professional at The Canyon Club at Four Hills.

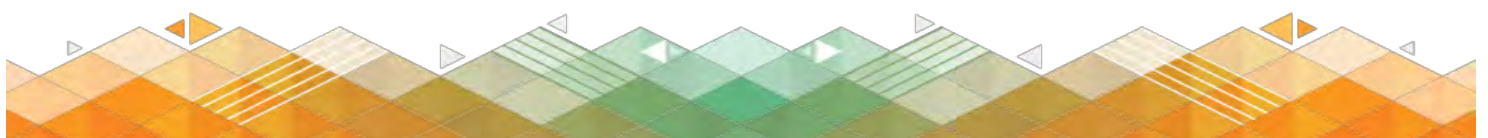
Rhonda would rather watch golf than play the game. Rhonda loves spending time with her kids watching them participate in many activities such as sports, church activities, community service, watching movies and enjoying the outdoors with her family.

Please join us in welcoming Rhonda as CES' new Ancillary Administrative Assistant.

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A promotional graphic for Cooperative Educational Services (CES) in New Mexico. The background shows a group of people, possibly students, with their arms raised in a celebratory gesture. On the left, there are four social media icons: Instagram, Facebook, Twitter, and LinkedIn. Next to each icon is a handle: @CES\_NM, @NMCES, and @CESNM1. Below these handles, the text 'COOPERATIVE EDUCATIONAL SERVICES' is written in white. On the right side, there is a teal-colored banner with white text that reads: 'CES IS... LOCAL COMPLIANT EASY'. The banner is framed by large white quotation marks. At the bottom right of the banner is the CES logo, which consists of a stylized sunburst or starburst design above the letters 'CES'.



## CES & NMCEL Proudly Present Understanding New Mexico School Budgets Workshop

Want a better understanding of New Mexico school budgets? This is the workshop for you! This two-day workshop will benefit Superintendents with three or less years of school budgeting experience, however, all levels of experience are welcome to attend.

### TOPICS

- \$ Job Descriptions for Business Staff
- \$ Departments/Functions of Business Department
- \$ Federal and State Aid to Schools
- \$ Financing Capital Projects and Department Management
- \$ Construction of the School District Budget
- \$ Managing the Budget
- \$ Legal Finance Perspective
- \$ Investments
- \$ Managing Ancillary Services
- \$ Risk Management
- \$ Visions for Superintendents

**[CLICK HERE TO REGISTER!](#)**



- WHEN: January 15-16, 2020  
Time:  
Day 1 - 8:30-4:00  
Day 2 - 8:30-4:00
- Location: CES  
4216 Balloon Park Rd NE  
Albuquerque, NM 87109
- Registration Information  
[www.ces.org](http://www.ces.org), under  
Announcements  
Fee: \$150
- Refreshments & Lunch  
Included both days



### Presenters:

D'rese Sutherland  
Joe Guillen  
RBC  
Gustavo Rossell  
Jonathan Chamblin  
Superintendent Panel



For more information contact Leslie Neely or David Chavez at 505-344-5470

## 2020 Board Member Institute

January 23–25, 2020, Eldorado Hotel, Santa Fe, NM

The New Mexico School Boards Association will host the 2020 Board Institute during the Annual Legislative Session in Santa Fe and provided opportunities for board members to advocate for education priorities with State Legislators. The Board Institute features informative general sessions and a variety of breakout sessions on school governance and public education.



## 2020 Legislative Conference

January 21-23, 2020

**Santa Fe Community Convention Center**

201 West Marcy Street  
Santa Fe, NM 87501

$\sqrt{-1}$   $2^3$   $\Sigma$   $\pi$   
...and it was DELICIOUS!

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