

CES Executive Committee

Meeting Minutes

February 2, 2022

Call to Order

The meeting was called to order at 5:07 pm by President LeAnne Gandy. Notice of the meeting had been sent to all Executive Committee members 10 days prior along with the Agenda Packet, and the Minutes from the October 17, 2021, meeting. President Gandy called for Roll Call.

Roll Call

The following members were present:

LeAnne Gandy	President
Brian Snider	President Elect
Dwain Haynes	Past President
Daniel Benavidez- Central	Region I
Felix Garcia- Jemez Mountain	Region II
Kamau Turner – Roy	Region III
Teresa Salazar- Moriarty	Region IV – Secretary
Aaron McKinney – Tucumcari	Region V
Elisa Begueria – Lake Arthur	Region VI
Tana Daugherty - Cloudcroft	Region VII
Loren Cushman – Animas	Region VIII
Stan Rounds	NMCEL
Joe Guillen	NMSBA
Dr. Debra Dirksen - WNMU	Higher Ed 4 Year

The following members were absent:

Erik Bose – ABQ Charter Academy	PCSNM
Gwen Warniment	PED
Edward DesPlas	Higher Ed 2 Year

The following non-members were present:

David Chavez	CES Executive Director
Robin Strauser	CES Deputy Executive Director
Yvonne Tabet	CES Human Resources Specialist
Lianne Pierce	CES Current Director of Ancillary
Brad Schroeder	CES Technology Manager
Jim Barentine	CES Southern Services Director
Paul Benoit	CES Northern Services Manager
Gustavo Rossell	CES Procurement Manager
Matt Pahl	NMCCS Charter Schools
Amanda Hall	CES Executive Administrative Assistant
Pamela Reed	CES Executive Administrative Assistant

Quorum

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

Approval of Agenda

LeAnne Gandy added action items VII- voting for Anthony Montano to sign checks to the agenda IX.D- Strategic Plan. A motion was made by Aaron McKinney and seconded by Daniel Benavidez to approve the amended agenda for February 2, 2022. The motion passed unanimously.

Induction of New Board Member

Elisa Begueria took the oath of office via video conference. Dr Gwen Warniment's induction was postponed to next meeting.

Nomination and Election

Tana Daugherty was nominated by the nominating committee for the position of Treasurer. A motion was made by Aaron and seconded by Daniel to nominate Tana Daugherty as Treasurer. Ms. Daugherty was unopposed; the motion was accepted and passed unanimously.

Approval of Minutes

A motion was made by Daniel Benavidez and seconded by Felix Garcia to approve the minutes from October 17, 2021. The motion was accepted and passed unanimously.

Agenda Addendum

Per discussion, there is a need to have a third CES employee to sign checks issued by CES should David Chavez or Robin Strauser be unavailable. A motion was made by Kamau Turner and seconded by Aaron McKinney to approve the assignment of Anthony Montañó as the third signer. The motion was accepted and passed unanimously.

AGENCY COMMUNICATIONS

The following reports were presented:

Partnerships – Brian Snider

NMCCS- Matt Pahl

In early December a conference was held virtually for the smaller charter community that was well attended. There were great guest speakers and a panel. Charter School awards were given out and the winners were posted to social media. There are opportunities for collaborations on awards from board members. Collaboration during the legislative session has been very helpful for charters and public schools, and higher education.

NMCEL – Stan Rounds

Stan Rounds was not in attendance at the time of reports. No report was given.

NMPED – Dr. Gwen Warniment

Dr. Warniment was unable to attend. No report was given.

NMSBA – Joe Guillen

Mr. Guillen reported the legislative session going well so far. Our priorities and programs were presented and

well received. Board of directors meeting coming up. Student achievement award nominations went out February 1, 2022, please submit nominations, both students and staff, by March. Scholarship nomination forms will be sent out soon, please send your nominations to regional selection committee. Upcoming regional meetings will be in person. Legislative briefing packets will be handed out tomorrow morning during conference containing a list of legislators that are for and opposed to current legislation. New board member training is available for members who did not participate in the mandatory training.

Higher Ed (4 yr.) – Dr. Dirksen

Dr. Dirksen discussed Senate Bill 104 that would remove the core academic skills test from teacher certification and its benefit to recruitment. Dr. Dirksen also discussed the possibility of a paid student teaching experience with a \$30,000 stipend and mentorship program.

Higher Ed (2 yr.) – Edward DesPlas

Edward DesPlas was unable to attend; his written report was provided to Mr. Snider.

Finance- LeAnne Gandy

No items to report.

Scholarship

TBD- not appointed

Nominating – LeAnne Gandy

No items to report.

Policy- Brian Snider

Reported that the Policy sub-committee would begin reviewing policy in April.

PROGRAM OVERVIEW/REPORTS- David Chavez

Report on AESA Conference

Association of Education Services Conference, where all the service agencies come together in Houston, TX for vendor and networking opportunities. Multiple breakout sessions and high-interest speakers at the general sessions.

Report on follow-up to El Cajon Union School District Initiatives

Superintendents that represent large and small districts where attended . The World of Work program develops skillsets and ideas for students to explore different career opportunities. There is a licensing package available through Beable to provide World of Work programs to all students, costing \$27-\$30 per student. CES is interested in trying a pilot program next school year if approved by the Executive Committee, with a professional development component to train teachers in the program.

Second grade students, at El Cajon Valley School District have been giving TED Talks to enhance their communication skills, confidence and create well rounded citizens. If there in interest in bringing TED Talks to NM districts, facilitators will need to be licensed to host TED Talks, which gives another opportunity for Professional Development supported by CES.

Staffing report update

David Chaves and Robin Strauser reported an increase in staff turnover in the Business Department which has caused delays in purchase order processing, invoicing, and payments. Staff has been offered overtime to catch up and have established stability in the workflow. Maintaining capacity has been a challenge with the training of new staff. A salary compensation study will be conducted to determine how competitive our pay is within the field and service area. CES will also continue conducting exit interviews to determine the reason for employees choosing to leave their CES employment.

Administrative Reports Directors

Lianne Pierce, Director of Ancillary Services - The CES Ancillary Services continues with its mission to make every customer a raving fan of CES. CES Ancillary Staff will provide appropriate, effective services to ensure that the needs of district students and staff are being met and compliant with state and federal rules and regulations. Ancillary Services has audited digital timesheets with success to obtain approvals for any district overages. Communication with Ancillary Staff and Districts to secure approvals ahead of time has increased, and contributed to reductions in allocation violations. Continue audits and promoting preemptive communication regarding allocations and additional hours.

RTS was in the testing phase of additions to CES Portal for placing daily and yearly hour limits creating error messages when staff go over an allocation. CES has rejected the RTS stop-gap process for CES Portal time sheet audit. In the testing phase it was made evident that it added another layer of work that defeated the intention of eliminating extra work.

Recruiting Focus: We have gone from 216 active staff in August of 2021 to 230 active Ancillary Staff, by the end of December 2021, an increase of 19. In addition, all POs are current.

Gustavo Rossell, Procurement Manager - CES conducted a research survey of the US Top 20 purchasing cooperatives according to NIGP, primarily, to identify prominent contracts and procurement categories that other co-ops have that CES does not so we can develop and issue new RFPs in potential new categories.

Robin Strauser, Deputy Executive Director - Robin Strauser reported on the availability for direct purchase by the schools for their procurement needs for all services and goods to streamline the ordering process, except for construction projects. CES has approved 1,955 purchase orders through December. Direct Purchase is proving to be an excellent process benefiting CES, its members and vendors. Trainings continued virtually and were successful in bringing new members to use DP. Enhancement of adding new "buttons" to simplify purchasing method for members is in process

Paul Benoit, Manager of Northern Services/NMREAP – no oral report given due to time and inclement weather, please refer to the agenda packet.

Brad Schroeder, Technology Manager- no oral report given due to time and inclement weather, please refer to the agenda packet

Jim Barentine, Director of Southern Services - no oral report given due to time and inclement weather, please refer to the agenda packet

Yvonne Tabet, Director of Human Resources- no oral report given due to time and inclement weather, please refer to the agenda packet

Executive Director – Mr. Chavez reported on the continued facilitation and success of the CES professional development and leadership series. Mr. Chavez asked the Board to approve the Professional Development programs for 2022-23 fiscal year. A motion was made by Joe Guillen and seconded by Aaron McKinney to approve tecontinued funding of the Professional Development services offered by CES and passed unanimously.

Executive Director Chavez will have more information during the June meeting after the legislative session regarding the budget proposal and timeline. The Budget subcommittee, consisting of the President, President Elect, and treasurer, and CES Executive director and Deputy Director, will develop a budget for the Executive Committee to vote on during the June 1, 2022, meeting. A motion was made by Aaron McKinney and seconded by Dwain Haynes to approve the budget proposal timeline and passed unanimously

Consent Agenda

Aaron McKinney made the motion to accept the consent agenda presented in the agenda. It was seconded by Daniel Benavidez and passed unanimously.

Setting Next Meeting Dates –

Wednesday April 6, 2022, in conjunctions with the Budget Conference
Wednesdays June 1, 2022, in conjunction with School Law Conference
Monday July 11, 2022, in conjunction with the NMCEL Summer Conference

Adjourn

President LeAnne Gandy thanked Pam Reed for her service to the Board. President Gandy called for a motion to adjourn. The motion came from Aaron McKinney and was seconded by Daniel Benavidez; it passed unanimously.

Respectfully Submitted,

Teresa Salazar, Secretary

Attested by:

LeAnne Gandy, President