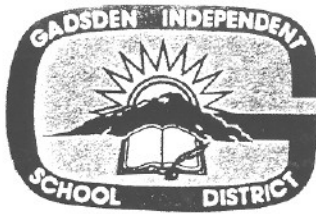



SUPERINTENDENT
RON HAUGEN



1325 W. WASHINGTON ST.
P.O. DRAWER 70
ANTHONY, N.M. 88021
PHONE (505) 882-6200

TO: Ron Haugen, Superintendent

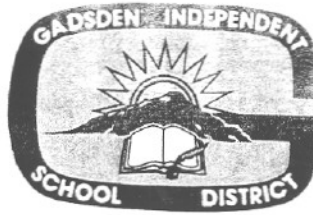
FROM: Ken Forestal, Associate Superintendent of Human Resources 

DATE: December 13, 2001

SUBJECT: Substitute Custodians and Substitute Food Service Workers

As previously discussed by myself with you and the school board members. I am recommending that substitute custodians and substitute food service workers need not be required to have a high school diploma or G.E.D.

The purpose of this request is due to the lack of applicants in these areas.



DRAFT – 1/24/02

FINAL – 2/7/02

REGULAR SCHOOL BOARD MINUTES
January 17, 2002

- Introduction 1. The regular meeting of the Gadsden School Board convened in open session at 6:04 p.m. with Board President David Garcia presiding. This meeting was held in the Gadsden High School Cafeteria located on 6301 Highway 28 in Anthony, New Mexico.
- Roll Call Board Members present were Mr. David J. Garcia, Mr. Daniel Rollings, and Mr. Santiago Burciaga. Ms. Luz Vargas arrived 5 minutes late. Ms. Agueda Mora was absent.
- Closed Session Mr. Rollings moved to go into Closed Personnel Session pursuant to 10-15-1, H-2, NMSA 1978 as amended for personnel employment recommendations, resignations, transfers, and athletics; and for Real Property and Water Rights pursuant to 10-15-1, H-8, NMSA 1978 as amended for Purchase of Land. Supt. Haugen recommended approval of the motion. Motion carried unanimously. The Board went into closed session at 6:05 p.m. Only matters pertaining to personnel employment recommendations, resignations, transfers, and athletics and the purchase of land were discussed in closed session.
- Reconvened In Open Session 2. The Board reconvened in Open Session at 7:46 p.m. with President David J. Garcia presiding. Ms. Vargas moved to reconvene in Open Session. Supt. Haugen recommended approval of the motion. Motion carried unanimously.
- The Pledge of Allegiance was recited and the Mission Statement was read.
- Roll Call 3. Board members present were Mr. David J. Garcia, Ms. Luz Vargas, Mr. Daniel Rollings, and Mr. Santiago Burciaga. Ms. Agueda Mora was absent.
4. Programs, Reports, and Correspondence
- GHS NJROTC A. (1) The Gadsden High School NJROTC, twice state champions, performed for the Board.

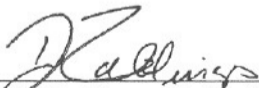
- GHS FFA (2) GHS FFA made a presentation on parliamentary procedure before the Board.
- Supt.'s Report (3) Supt. Haugen informed the Board of the CASASTART Program that will be held at Gadsden Middle on January 18, 2002. Mr. Haugen gave the Board a copy of the letter of approval from State Superintendent Michael Davis on variable calendar. Mr. Haugen requested a Board Workshop on intersession plan for February 13, 2002 at 5:00 p.m. at Gadsden Middle School. Mr. Haugen informed the Board of the Teacher of the Year Program. The winner will get a monetary award. \$5,000 has been donated by the Sunland Park Race Track and Casino. Mr. Haugen gave the Board an Administrative Visibility Report and a district newsletter. Mr. Haugen requested that the Board meeting set for February 21st be changed to February 20th because some Board members will be leaving the evening of Feb. 21st to attend the NMSBA Board Member Institute. The Board agreed to this change.
- Board President B. Board President's Report—Mr. Garcia praised the NJROTC and also the FFA Organization.
- Board Members C. Board members—Members of the Board thanked the NJROTC and FFA Organization for their presentations.
- Modification of the Agenda 5. Modification of the Agenda—Mr. Rollings requested to take agenda item 6 P out of the Consent Agenda and make it agenda item 8 I. Supt. Haugen requested that agenda item 9A be moved up to become agenda item 8 J. Mr. Burciaga moved to approve the agenda as modified. Mr. Haugen recommended approval of the motion. Motion carried unanimously.
- Consent Agenda 6. Consent Agenda—Ms. Vargas moved to accept the Consent Agenda as modified. Supt. Haugen recommended approval of the motion. Motion carried unanimously.
- Open Forum 7. Open Forum—A parent spoke about year-round school and a couple of students from Santa Teresa High requested a more spacious art room, a waiver of the \$10 lab fees and more equipment.
- Policies GBCB, GBCBA and GBCC 8. Action Items
A-C. Ms. Vargas moved to accept for review Policy GBCB—Staff Conduct, Policy GBCBA—Management of School Resources, and Policy GBCC—Reporting Violations of Law as presented. Supt. Haugen recommended approval of the motion. Motion carried unanimously.

- Waiver of GED/HS Diploma Requirements D. Waiver of GED/HS Diploma Requirements for Substitute Custodians & Substitute Food Service Employees—Mr. Rollings moved to approve the waiver of GED/HS diploma requirements for substitute custodians and substitute food service employees. Mr. Haugen recommended approval of the motion. Motion carried unanimously.
- Flex Schedule/ Job Sharing for IA's E. Flex Schedule/Job Sharing for Instructional Assistants—Supt. Haugen said that currently there are instructional assistants who are pursuing a college degree towards a teaching certificate and they need flex time to finish their degree sooner. Mr. Burciaga moved to approve the flex schedule/job sharing for instructional assistants. Supt. Haugen recommended approval of the motion. Motion carried unanimously.
- Salary Schedule For PTA and COTA F. Salary Schedule for PTA and COTA—Ms. Vargas moved to approve the proposed salary schedule for Physical Therapist Assistants and Certified Occupational Therapist Assistants as presented. Supt. Haugen recommended approval of the motion. Motion carried unanimously.
- Purchase of Land G. Purchase of Land—Mr. Rollings moved to table the Purchase of Land agenda item. Supt. Haugen recommended approval of the motion. Motion carried unanimously.
- Pre-Registration Handbooks H. 2002-2003 Pre-Registration Handbooks—Ms. Sheila Raihl pointed out the changes that were made to the pre-registration handbooks. Mr. Burciaga moved to approve the 2002-2003 Pre-Registration Handbooks as presented. Supt. Haugen recommended approval of the motion. Motion carried unanimously.
- Athletic Fund 22000 BAR I. Athletic Fund 22000 Budget Transfer Within Function—Mr. Rollings moved to table this agenda item until the next meeting. Supt. Haugen did not recommend the motion. Motion carried unanimously.
- La Clinica de Familia On-Site Clinic at GHS J. La Clinica de Familia On-Site Clinic at Gadsden High School—Mrs. Pat Cubilette explained the Cooperative Agreement between La Clinic de Familia, Inc. and Gadsden I.S.D. for an on-site clinic at GHS. This agreement will increase the benefits to students by providing them health and dental services. Mr. Rollings moved to accept the Cooperative Agreement between La Clinic de Familia, Inc. and Gadsden I.S.D. for an on-site clinic at GHS. Supt. Haugen recommended approval of the motion. Motion carried unanimously.

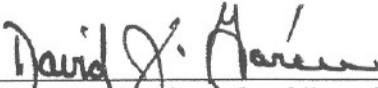
Adjourned 10. Ms. Vargas moved to adjourn the meeting. Supt. Haugen recommended approval of the motion. Motion carried unanimously. The Board adjourned their meeting at 9:25 p.m.

SUBMITTED BY:

APPROVED BY:



Daniel Rollings, School Board
Secretary



David J. Garcia, School Board
President