



NEW MEXICO SCHOOL BOARDS ASSOCIATION 2019 BOARD MEMBER INSTITUTE

February 21-23, 2019

Eldorado Hotel

309 W San Francisco Street, Santa Fe, NM

I am...New Mexico Public Schools!

Agenda

Wednesday, February 20, 2019.....**Eldorado Hotel**

12:00-2:00 PM NMSBA Executive Board Meeting.....*Turquoise Room*

3:00-5:00 PM NMSBA Board of Directors Meeting.....*Anasazi South*

Thursday, February 21, 2018.....**Eldorado Hotel/State Capitol**

7:00 AM Registration.....*Hotel Concourse*

7:00-8:30 AM Advocacy Breakfast.....*Anasazi Ballroom*
Sponsor: CES & George K. Baum & Co.

8:30-9:00 AM Overview of Day's Activities/Attendee Briefing.....*Anasazi Ballroom*

9:00-10:00 AM Buses run from Eldorado Hotel to State Capitol

9:00-11:00 AM Visits with Individual Legislators.....**State Capitol**

11:30-12:00 "School Board Appreciation Day".....**State Capitol Rotunda**

- Press Conference – Pauline Jaramillo, NMSBA President
Speakers/Dignitaries All Invited
 - Governor Michelle Lujan Grisham/Lieutenant Governor Howie Morales
 - Secretary Designate Karen Trujillo, NM Public Education Department
 - Senator Bill Soules, Chair, Senate Education Committee & Members
 - Rep. Andres Romero, Chair, House Education Committee & Members
 - Kevin Ciak, Past President, National School Boards Association
 - New Mexico Education Partners

12:00-1:00 PM Senate and House Floor Sessions.....**Senate & House Chambers**

- *Introduction of NMSBA Officers and School Board Members*

2:00-4:00 PM Visits with Individual Legislators.....**State Capitol**

3:00-4:00 PM Buses run from Capitol to Eldorado Hotel/Others

5:00 PM DINNER ON YOUR OWN



NEW MEXICO SCHOOL BOARDS ASSOCIATION 2019 BOARD MEMBER INSTITUTE

Friday, February 22, 2019		Eldorado Hotel
7:00 AM	REGISTRATION & EXHIBITORS OPENING.....	<i>Hotel Concourse</i>
7:00 AM	LEGISLATIVE APPRECIATION BREAKFAST..... Senate and House Education Committee Members Invited <i>Sponsor: Cuddy & McCarthy Law Firm; German Burnette & Associates</i>	<i>Anasazi Ballroom</i>
8:00 AM	OPENING GENERAL SESSION..... Call to Order and Welcome..... Presentation of Colors..... Pledge of Allegiance..... Salute to the New Mexico Flag..... Certificate of Appreciation.....	<i>Grand Ballroom</i> Pauline Jaramillo, NMSBA President Santa Fe High School NJROTC Arlan Ponder, NMSBA President-Elect Olivia Calabaza, NMSBA Vice President Rep. Dennis Roch, Logan Superintendent
8:15 AM	2019 Legislative Update.....	Rep. Andres Romero, Chair, House Education Committee Sen. William Soules, Chair, Senate Education Committee
9:15 AM	Student Entertainment.....	Artesia High School Show Choir Susie Parker, Choir Director
9:30 AM	The Public Education Moonshot.....	Lieutenant Governor Howie Morales Karen Trujillo, Secretary of Education Designate
10:15 AM	BREAK..... <i>Sponsors: Ortiz & Zamora Law Firm</i>	<i>Hotel Concourse</i>
10:30 AM	GENERAL SESSION II..... Greetings and Federal Update.....	<i>Grand Ballroom</i> Kevin Ciak, Past President National School Boards Association
11:15 AM	Legislative Finance Committee Update.....	Charles Sallee, Deputy Director Legislative Finance Committee
12:00 AM	LUNCH BUFFET..... <i>Sponsors: AVID, Cuddy & McCarthy Law Firm, Pearson</i>	<i>Anasazi Ballroom</i>
1:30-2:30 PM	CONCURRENT BREAKOUT SESSIONS (3).....	<i>See Breakout Grid</i>
2:00-5:00 PM	NM School Superintendents Association Meeting.....	<i>Anasazi North</i>
2:30 PM	BREAK..... <i>Sponsors: Ortiz & Zamora Law Firm</i>	<i>Hotel Concourse</i>
2:45-3:45 PM	CONCURRENT BREAKOUT SESSIONS (3).....	<i>See Breakout Grid</i>
4:00-5:00 PM	CONCURRENT BREAKOUT SESSIONS (3)	<i>See Breakout Grid</i>
5:00-6:30 PM	HOSTED RECEPTIONS.....	Cuddy & McCarthy Law Firm & Honeywell Inc.



NEW MEXICO SCHOOL BOARDS ASSOCIATION 2019 BOARD MEMBER INSTITUTE

Saturday, February 23, 2019		Eldorado Hotel
7:30 AM	REGISTRATION.....	<i>Hotel Concourse</i>
	BREAKFAST BUFFET.....	<i>Anasazi Ballroom</i>
	<i>Sponsor: Walsh, Gallegos, Trevino, Russo & Kyle</i>	
8:30–9:30 AM	CONCURRENT BREAKOUT SESSIONS (5).....	<i>See Breakout Grid</i>
9:30–9:45 AM	BREAK.....	<i>Pre-Function Lobby</i>
	<i>Sponsors: Ortiz & Zamora Law Firm</i>	
9:45–10:45 AM	CONCURRENT BREAKOUT SESSIONS (6).....	<i>See Breakout Grid</i>
11:00–12:00	CONCURRENT BREAKOUT SESSIONS (6).....	<i>See Breakout Grid</i>
12:00 Noon	ADJOURN – Please Drive Home Safely!	

BOARD INSTITUTE BREAKOUT SESSION GRID FRIDAY, FEBRUARY 22, 2019

ROOM	1:30 – 2:30 PM	2:45 – 3:45 PM	4:00 – 5:00 PM
Grand Ballroom A Theater 150	Reviewing Required Financial Reporting <i>David Craig, School Budget & Finance Analysis Bureau Public Educations Department</i> Finance B/A	Superintendent Contracts and Evaluations from Start to Finish <i>Tony F. Ortiz, Ortiz & Zamora Law Firm</i> Administration/Legal Boardmanship/Personnel B/A	Board Norms: Establishing the “Rules of the Road” for Our Board <i>Tony F. Ortiz Ortiz & Zamora Law Firm</i> Boardmanship and Legal Issues B/A
Grand Ballroom B Theater 150	Student Advisory Councils, A Student’s Voice to the School Board <i>Las Cruces Public Schools Student Advisory Members</i> Boardmanship/Community Relations/Student Achievement B/A	The Indian Education Act after Yazzie-Martinez (Part I) <i>Linda Trujillo & David Hinojosa, Walsh Gallegos Law Firm</i> Legal Issues/Legislative Issues/Student Achievement B/A	The Hispanic Education Act & Bilingual Multicultural Education Act after Yazzie-Martinez (Part II) <i>David Hinojosa & Linda Trujillo Walsh Gallegos Law Firm</i> Legal Issues/Legislative Issues/Student Achievement B/A
Zia Theater 100	New Board Policy Requirements for Tobacco Free Schools <i>Dr. Kristine Meurer & Elizabeth Armijo Albuquerque Public Schools</i> Legal Issues/Safety and Wellness B/A	Local Election Act Update <i>Charlotte H. Hetherington & Patricia Salazar Cuddy & McCarthy, LLP</i> Community Relations/Finance/Legal & Legislative Issues B/A	The Role of the School Board in Managing Legal Issues <i>R. Daniel Castille & Carol Helms Cuddy & McCarthy, LLP</i> Boardmanship/Legal Issues B/A

Level: Basic and/or Advanced



BOARD INSTITUTE BREAKOUT SESSION GRID SATURDAY, FEBRUARY 23, 2019

ROOM	8:30 – 9:30 AM	9:45 – 10:45 AM	11:00 AM – 12 Noon
Grand Ballroom A Theater 150	Facilities Insights <i>Ron Singleton, Carlsbad</i> <i>Priscila Manuelito, Gallup</i> <i>Hal Whitacre, Honeywell</i> Facilities Management Finance B/A	Annual Federal Funding Uniform Grants Guidance Audits <i>Audrey J. Jaramillo</i> <i>Scott Eliason</i> <i>Jaramillo Accounting Group LLC</i> Boardsmanship/Finance B/A	Government Accounting Standards Board Update <i>Audrey J. Jaramillo</i> <i>Scott Eliason</i> <i>Jaramillo Accounting Group LLC</i> Boardsmanship/Community Relations/Finance/Legal B/A
Grand Ballroom B Theater 150	The Largest Liability Faced by Public Schools <i>Julia Garcia, Regional Director</i> <i>Poms and Associates</i> Community Relations/Finance/Legal Issues A	Developing a Long-Term Academic Plan <i>Tranquilino Hurtado, MBM</i> <i>Candidate & Dr. Carla Spaniel,</i> <i>Mora Independent Schools</i> Administration/Boardsmanship/ Finance/Personnel/Student Achievement B/A	Strategy Development for Any Size District <i>Nancy Hooker, Cimarron MBM</i> <i>Candidate & Dr. Hugh Prather</i> <i>Prather Consulting</i> Administration/Boardsmanship/ Community Relations B/A
Zia A Theater 60	U.S. Supreme Court Cases That Every School Board Member Should Know <i>R. Daniel Castille &</i> <i>Carlos Padilla,</i> <i>Cuddy & McCarthy, LLP</i> Legal Issues A	HAZING: A Practical Approach to an Ongoing Problem <i>Carol S. Helms &</i> <i>Sam W. Minner</i> <i>Cuddy & McCarthy, LLP</i> Administration/Boardsmanship/ Community Relations/Legal Issues/Safety and Wellness/ Student Achievement B	Serving Undocumented Students <i>John F. Kennedy &</i> <i>Young-Jun Roh,</i> <i>Cuddy & McCarthy, LLP</i> Administration/Community Relations/Legal Issues/Personnel/Safety and Wellness/Student Achievement B/A
Zia B & C Theater 80	Evaluating Your Superintendent: Best Practices for One of Your Most Important Jobs <i>Dr. Hugh Prather</i> <i>Prather Consulting</i> Administration A	From Walkouts to Social Media: First Amendment Rights of Students and Staff <i>Nicholas Govea & Geno Zamora,</i> <i>Ortiz and Zamora Law Firm</i> Community Relations/Legal Issues/Personnel Student Rights A	Open Meetings Act Masterclass <i>Geno Zamora & Nicholas Govea,,</i> <i>Ortiz and Zamora Law Firm</i> Boardsmanship/Community Relations/Legal Issues Legislative Issues A
DeVargas Theater 50	The Preschoolers are Coming...Now What? <i>Dymorie Maker</i> <i>Lovington MBM & Early</i> <i>Childhood Instructional Coach</i> Student Achievement B/A	The Transition of Governance in the New Election Cycles <i>Karla Schultz & Elena Gallegos,</i> <i>Walsh Gallegos Law Firm</i> Boardsmanship/Community Relations/Legal Issues/Legislative Issues B/A	Protecting District Resources when Negotiating, Reviewing and Drafting Contracts <i>Barry Berenberg &</i> <i>Elena Gallegos</i> <i>Walsh Gallegos Law Firm</i> Administration/Facilities Management/Finance/Legal B/A
Anasazi South Rounds 60	Room Not Available	The Intersection of Mental Illness, Drug Addiction and Suicide <i>Wynne Coleman, Rio Rancho</i> <i>MBM Candidate</i> <i>Jennifer Weiss-Burke &</i> <i>Gina Ripley</i> Safety and Wellness B/A	Core Maintenance in New Mexico <i>Larry P. Tillotson, NMPSFA</i> <i>Maintenance & Operations</i> <i>Support Manager</i> Facilities Management B/A

Level: B=Basic A=Advanced



Board Institute Breakout Session Descriptions

Friday, Feb. 22 and Saturday, Feb.23, 2019

(Alphabetical Listing)

1. Annual Federal Funding Uniform Grants Guidance Audits

Learn what the Uniform Grant Guidance is, and what the federal government requires your District's auditors to test. This class provides an overview of the technical aspects of the compliance requirements over federal grants and discusses best practices to ensure federal funds are spent in accordance with their purposes.

Audrey J. Jaramillo and Mr. Scott Eliason, Jaramillo Accounting Group, LLC

Topic Strand: **Boardsmanship/Finance**

Level: **Basic and Advanced**

2. Board Norms: Establishing the "Rules of the Road" for Our Board

Come participate in this interactive discussion of board conduct and self-governance challenges. Learn how the adoption and use of adopted "norms" by a board can help build expectations, smooth operations, and create accountability.

Tony F. Ortiz, Ortiz & Zamora, Attorneys at Law, LLC

Topic Strand: **Boardsmanship and Legal Issues**

Level: **Basic and Advanced**

3. "Core Maintenance in New Mexico"

This session will provide attendees with a fundamental understanding of the benefits of "Core Maintenance" from history and basic definitions to a detailed understanding of the Key Performance Indicators used to drive maintenance programs efficiencies and successes in New Mexico Public Schools. Participants will develop an understanding of why being proactive in regards to facility maintenance is an important factor to supporting a successful educational environment.

Larry P. Tillotson, NM PSFA Maintenance & Operations Support Manager

Topic Strand: **Facilities Management**

Level: **Basic and Advanced**

4. Developing a Long Term Academic Plan

Participants will learn how to develop long term education plans. This includes how to improve instructional design, increase graduation rates, and restructure district leadership to meet the academic needs of students.

Tranquilino Hurtado, MBM Candidate and Dr. Carla Spaniel, Mora Ind. Schools Superintendent

Topic Strand: **Administration/Boardsmanship/Finance/Personnel/Student Achievement** Level: **Basic and Advanced**

5. Evaluating Your Superintendent: Best Practices for One of Your Most Important Jobs

Board members will be introduced to a model of Superintendent Evaluation based on best practices and directly related to the NMSBA Board Policy Service. Participants will examine structures for both Formative and Summative feedback in the evaluation process and will be introduced to a secure mechanism to solicit Summative feedback.

Dr. Hugh Prather, Prather Consulting

Topic Strand: **Administration**

Level: **Advanced**

6. Facilities Insight

Shedding light on facility trends, challenges and solutions. Arming board members with information to help them make smart facility investments.

Ron Singleton, Carlsbad, Priscilla Manuelito, Gallup-McKinley & Hal Whitacre, Honeywell

Topic Strand: **Facilities Management/Finance**

Level: **Basic and Advanced**

7. From Walkouts to Social Media: First Amendment Rights of Students and Staff

In this era of political activism, students and staff members are increasingly choosing to speak their minds and advocate for their views at school and on social media. This presentation is an overview of what School Boards and Administrators need to know regarding their students' and staff's First Amendment Rights.

Nicholas Govea, Esq. and Geno Zamora, Esq., Ortiz, & Zamora, Attorneys at Law, LLC

Topic Strand: **Community Relations/Legal Issues/Personnel/Student Rights**

Level: **Advanced**

8. Government Accounting Standards Board (GASB) Update

Keep up with both legal and accounting requirements to ensure your District stays in compliance. Learn about the most recent and the upcoming financial disclosure Standards and how they impact your District. In particular, GASB 84 may significantly change how to account for outside organizations' activity funds.

Audrey J. Jaramillo and Mr. Scott Eliason, Jaramillo Accounting Group, LLC

Topic Strand: **Boardsmanship/Community Relations/Finance/Legal** Level: **Basic and Advanced**

9. HAZING: A Practical Approach to an Ongoing Problem

Participants in this session will review recent cases of hazing in N.M. and nationally. Model policies, procedures, and best practices for educating staff and students about hazing in order to prevent the conduct will be explored. This is a legal issue in every school district. Do not let the next high profile hazing case happen on your watch.

Carol S. Helms and Sam W. Minner, Cuddy & McCarthy, LLP

Topic Strand: **Administration/Boardsmanship/Community Relations/Legal Issues/ Safety and Wellness/ Student Achievement** Level: **Basic**

10. Local Election Act Update

The Local Election Act is now in effect. Find out how the Act is operating and what fixes are proposed.

Charlotte H. Hetherington, Esq. and Patricia Salazar Ives, Esq., Cuddy & McCarthy, LLP

Topic Strand: **Community Relations/Finance/Legal Issues/Legislative Issues** Level: **Basic and Advanced**

11. New Board Policy Requirements for Tobacco Free Schools

This presentation will ensure your board's tobacco policy is up-to-date. NMAC 6.12.4 prohibits the use possession and distribution of tobacco products, e-cigarettes and nicotine liquid containers on all district property and premises owned, leased or contracted by the district. The use of tobacco products is a health, safety, and environmental hazard for students, employees, visitors and school facilities.

Dr. Kristine M. Meurer and Elizabeth Armijo, Albuquerque Public Schools

Topic Strand: **Legal Issues/Safety and Wellness** Level: **Basic and Advanced**

12. Open Meetings Act Masterclass

Effective board meetings start with knowing and following the New Mexico Open Meetings Act. Conversely, board disarray occurs and public confidence is shaken when the Open Meetings act is not followed. This session is designed to provide board members with in depth knowledge of the Open Meetings Act through a review of the law, common pitfalls, best practices, and Attorney General Directives.

Geno Zamora, Esq. and Nicholas A. Govea, Esq., Ortiz & Zamora, Attorneys at Law, LLC

Topic Strand: **Boardsmanship/Community Relations/Legal Issues/Legislative Issues** Level: **Advanced**

13. Protecting District Resources When Negotiating, Reviewing, and Drafting Contracts

Contracts are a legal commitment. Boards enter into contracts for employment, transportation, purchases of property and services, leases, MOUs, settlements, and many other things. Through examples from actual contracts, Board members will learn how to negotiate the best terms, delegate authority, protect the District from liability, and what terms should be included and avoided.

Barry Berenberg and Elena Gallegos, Walsh Gallegos

Topic Strand: **Administration/Facilities Management/ Finance/Legal Issues** Level: **Basic and Advanced**

14. Reviewing Required Financial Reporting

Attendees will be given an overview of statutorily required financial reporting, including common reports, and presented with some financial tools for analysis of reports. Examples will be provided of required reports and members will be provided with approaches to review. Emphasis will be on practical review from a finance perspective.

David Craig, Director of School Budget and Finance Analysis Bureau, PED

Topic Strand: **Finance** Level: **Basic and Advanced**

15. Role of the School Board in Managing Legal Issues

From its role as decision-maker in personnel or student discipline hearings, to defense of lawsuits and administrative claims, to contract, procurement or real estate disputes, it seems that every action of a decision made by a School Board has legal implications. Since the School Board is the entity which has the power to “sue and be sued” under state law, the Board must effectively seek and utilize its legal counsel to assure that it establishes a defensible position.

R. Daniel Castille and Carol Helms, Cuddy & McCarthy, LLP

Topic Strand: **Boardsmanship/Legal Issues**

Level: **Basic and Advanced**

16. Serving Undocumented Students

Have you ever encountered undocumented students or ICE agents in your school? The session will focus on the pertinent laws applied to local public school districts including civil rights, residency requirement, and protection of the undocumented student, ICE investigations, and disclosure of student records.

John F. Kennedy and Young-Jun Roh, Cuddy & McCarthy, LLP

Topic Strand: **Administration/Community Relations/Legal Issues/Personnel/Safety and Wellness/**

Student Achievement

Level: **Basic and Advanced**

17. Strategy Development for Any Size District

A strategic plan that articulates a district’s shared mission, vision and values is doable no matter what size district you are from. Come learn how we in Cimarron updated our mission and vision statements and produced a strategy document and strategic goals with input from our community and staff at minimal cost, and why having a strategy is important.

Nancy Hooker, Cimarron MBM Candidate and Dr. Hugh Prather, Prather Consulting

Topic Strand: **Administration/Boardsmanship/Community Relations**

Level: **Advanced**

18. Student Advisory Councils, A Student’s Voice to the School Board

Understand the youth centered history of student advisors; 2. Explore policy implications; and 3. Understand day-to-day reality of the student advisory.

Cameron Castillo and Max Sanchez (seniors from Centennial H.S.) and Jonah Arzapalo (Junior from Mayfield H.S), Las Cruces Public Schools Student Advisory

Topic Strand: **Boardsmanship/Community Relations/Student Achievement:**

Level: **Basic and Advanced**

19. Superintendent Contracts and Evaluations from Start to Finish

Come participate in this discussion of how to negotiate fair superintendent contracts, as well as, how to set up and follow your evaluation structure for your superintendent. Start your new contract on the right foot with this helpful and interactive session that brings both board/legal and superintendent consideration to the table.

Tony F. Ortiz, Ortiz & Zamora, Attorneys at Law, LLC

Topic Strand: **Administration/Boardsmanship/Legal Issues/Personnel**

Level: **Basic and Advanced**

20. The Hispanic Education Act & BMEA after Yazzie-Martinez

School Boards are an important factor in the “moon shot” to transform public education. Judge Singleton concluded that New Mexico is not providing our children a sufficient public education. Specifically, the Judge found that the Hispanic Education Act and Multicultural and Bilingual Education Acts are not being funded by the Legislature, implemented by local school districts or supported by the Public Education Department. Join David Hinojosa who is one the original attorneys representing the plaintiffs and State Representative Linda Trujillo in a discussion to identify the requirements of these Acts and specific Board and PED responsibilities.

David Hinojosa and Linda Trujillo, Walsh Gallegos Law Firm

Topic Strand: **Legal Issues/Legislative Issues/Student Achievement**

Level: **Basic and Advanced**

21. The Indian Education Act after Yazzie-Martinez

On December 20, 2018, Judge Singleton issued findings and conclusions in the Yazzie-Martinez v. State of New Mexico sufficiency lawsuit. The plaintiffs have identified a variety of solutions, including the full implementation of the Indian Education Act, to improve the quality of public education. Now the Legislature is considering additional funding in the SEG and special programs in order to respond to the court by April 2019. Join us in an interactive conversation aimed at exploring the requirements of the Indian Education Act and specific Board responsibilities.

Linda Trujillo and David Hinojosa, Walsh Gallegos Law Firm

Topic Strand: **Legal Issues/Legislative Issues/Student Achievement**

Level: **Basic and Advanced**

22. The Intersection of Mental Illness, Drug Addiction and Suicide

Professional and community advocates with lived experience will share the importance of early recognition of symptoms for mental health disorders, substance abuse disorders and suicide. This workshop will provide information on what can be done to support struggling students, how to talk about it, and what schools can do to support families after the suicide of their child/student.

Wynne Coleman, Rio Rancho MBM Candidate, Jennifer Weiss-Burke, Executive Dir. and Gina Ripley

Topic Strand: **Safety and Wellness**

Level: **Basic and Advanced**

23. The Largest Liability Faced by Public Schools

California Schools have paid in excess of 88 million dollars to settle claims from 30 children, Penn State paid in excess of 10 million, The Archdiocese of St. Paul and Minneapolis, Minnesota filed for bankruptcy as a result of a \$210 million loss involving around 400 victims. What is happening? How do we change the culture of non-reporting? How do we recognize someone with a problem? How do we keep them out of our schools?

Julie Garcia, Regional Director, Poms and Associates

Topic Strand: **Community Relations/Finance/Legal Issues**

Level: **Advanced**

24. The Preschoolers are Coming...Now What?

With Early Childhood being a 'hot topic' during this legislative session, participants will have the opportunity to learn through hands-on activities what a high quality, intentionally planned Pre-K classroom offers children. Participants will move through various activities, gaining an understanding of how children learn through what may be perceived as play, but is actually a well-planned activity that focuses on specific learning objectives in literacy, mathematics, science and social-emotional skills.

Dymorie Maker, Lovington MBM and Early Childhood Instructional Coach

Topic Strand: **Student Achievement**

Level: **Basic and Advanced**

25. The Transition of Governance in the New Election Cycles

With board elections moving to November, it is time to review your district's alignment. In this interactive session, experienced school attorneys Karla Schultz and Elena Gallegos will review the new election law and its impact on school board governance cycles including officer selection, Superintendent Evaluation and contract extension. Presenters will engage the audience in discussing the politics and practical solutions.

Karla Schultz and Elena Gallegos, Walsh Gallegos Law Firm

Topic Strand: **Boardmanship/Community Relations/Legal Issues/Legislative Issues**

Level: **Basic and Advanced**

26. U.S. Supreme Court Cases That Every School Board Member Should Know

This session will focus on landmark Supreme Court education law cases that impact public schools and deal with religion in schools, free speech and free association rights of students and employees, rights of parents to control the educational upbringing of their children, due process rights and Fourth Amendment rights of students and employees, equitable methods of school financing, and more.

R. Daniel Castille and Carlos Padilla, Cuddy & McCarthy, LLP

Topic Strand: **Legal Issues**

Level: **Basic and Advanced**