

**LOS LUNAS SCHOOLS BOARD OF EDUCATION
REGULAR MEETING
JANUARY 23, 2024**

1. CALL TO ORDER

Dr. Osowski called the Los Lunas Schools Board of Education meeting to order at 6:00 pm and welcomed those who were participating in the board meeting in person and those who were watching the board meeting via livestream on YouTube. She asked that anyone addressing the Board to use the microphone at the podium and to be sure to identify themselves for the record. Dr. Osowski added that, as a reminder, the link to the meeting was on the District's webpage, under the Board of Education page. She stated that the streaming would run through the end of the meeting. In the event there was a disruption in the audio portion, she would pause the meeting until it was reestablished.

LLS Board Members Present: Dr. Michelle Osowski, President
Monica Otero, Vice President
Justin Talley, Secretary
Bruce Bennett, Member
P. David Vickers, Member

Administrators Present: Dr. Ryan Kettler, Superintendent
Susan Chavez, Chief Special Services Officer
Andrew Saiz, Chief Personnel Officer
Sandy Traczyk, Chief Finance Officer
Jessica Montaña, Interim Chief Academic Officer
Karla Dow, Dir. of Assessment Innovations and Accountability
Tiffany McMinn, Dir. of Maintenance/Construction

Elena Trodden, Dir. of Language Learning Innovations
Eric Tiger, Principal, Los Lunas High School
Amy Viramontes, Principal, Peralta Elementary
Jacqueline Farrell, Asst. Principal, Tomé Elementary
Lisa Begay, Principal, Ann Parish Elementary
Teri Gough, Principal, Katherine Gallegos Elementary
Matthew Pendrak, Principal Los Lunas Elementary
Monica Rivera, Principal, Tomé Elementary
Regina Lucero, Asst. Principal, Ann Parish Elementary

Others Present: Felina Martinez, Valencia County News Bulletin
Approximately fifteen (15) additional individuals were in attendance.
A range of 23 – 29 individuals watched via live streaming.

2. ANNOUNCEMENT OF MEETING

Dr. Osowski asked Dr. Kettler to announce the meeting. Dr. Kettler reported the meeting had been announced in accordance with the LLS Open Meetings Resolution, and was a legally constituted meeting of the Los Lunas Schools Board of Education.

3. PLEDGE OF ALLEGIANCE

Colby Hoefler, a student at Tomé Elementary, led the audience in the Pledge.

4. APPROVAL OF AGENDA

Dr. Osowski announced that took them to Item # 4. APPROVAL OF AGENDA. She asked Dr. Kettler if there were any changes or deletions to the agenda.

There being none, Dr. Osowski called for a motion.

Mr. Talley moved, and Mr. Vickers seconded, to approve the agenda as submitted. Dr. Osowski asked if there was any discussion. There being none, Dr. Osowski called for a vote with the following results: Mr. Vickers - yes; Ms. Otero – yes; Mr. Talley – yes; Mr. Bennett - yes; and Dr. Osowski - yes. The motion to approve the agenda as submitted passed: 5/0.

5. REPORT ON CLOSED SESSION: Held January 23, 2024 at 5:00 pm for Attorney/Client Privilege Regarding updates pertaining to threatened and/or pending litigation: specifically, discussion with legal counsel regarding the status of pending or threatened litigation involving students, staff, and OCR complaints [Pursuant to Section 10-15-1(H)(7) of the NM Open Meetings Act] (Quorum in Attendance)

Dr. Osowski announced that as advertised and posted in accordance with the NM Open Meetings Act and the LLS Board of Education’s Open Meetings Resolution, a quorum of the Los Lunas

Schools Board of Education participated in a Closed Executive Session prior to the start of that evening's board meeting.

5. REPORT ON CLOSED SESSION: Held January 23, 2024 at 5:00 pm for Attorney/Client Privilege Regarding updates pertaining to threatened and/or pending litigation: specifically, discussion with legal counsel regarding the status of pending or threatened litigation involving students, staff, and OCR complaints [Pursuant to Section 10-15-1(H)(7) of the NM Open Meetings Act] (Quorum in Attendance) (Continued)

She stated that the Closed Executive Session was held beginning at 5:00 pm for discussion of Attorney/Client Privilege Regarding updates pertaining to threatened and/or pending litigation: specifically, discussion with legal counsel regarding the status of pending or threatened litigation involving students, staff, and OCR complaints [Pursuant to Section 10-15-1(H)(7) of the NM Open Meetings Act]. She affirmed that no other topics were discussed, nor was any action taken while in the Closed Executive Session.

6. PUBLIC COMMENT (*In Accordance with Board Policy B-2150 Public Address to the Board*)

Dr. Osowski asked if there were any requests for public comment. Dr. Kettler responded that there were no requests to address the Board.

7. APPROVAL OF CONSENT ITEMS (*Indicates Items for Consideration for Consent)

Dr. Osowski stated that the next item was Item #7. APPROVAL OF CONSENT ITEMS and called for a motion.

Mr. Talley moved, and Mr. Bennett seconded, to approve all of the action items on the Consent Agenda as presented with the exception of Item # 12. D i. FINANCE COMMITTEE ITEMS (Meeting Held January 16, 2024) Approval of Purchases - Simformotion dba Cat Simulators CHS, LLHS, & VHS CTE Program 31200 Public Schools Capital Outlay HB 505.

7. **APPROVAL OF CONSENT ITEMS** *(*Indicates Items for Consideration for Consent)*
(Continued)

She announced that, for the benefit of the audience, all agenda items had been reviewed by the board members individually. Consent items were the action items on the agenda presented by the Superintendent and his staff for approval. If no discussion has been asked regarding these items by any of the board members, the action items could be submitted for approval with one motion/vote. The action items that were not consented would be discussed prior to action being taken. Dr. Osowski asked if there was any discussion.

A brief discussion ensued regarding what the discussion was for. Clarification was given that the discussion was to confirm which items were being submitted for approval by the motion. The item that was not up for consent would be discussed when it came up on the agenda, not during this item.

There being no discussion on the consent items, Dr. Osowski called for a vote regarding the consent items with the following results: Mr. Vickers - yes; Ms. Otero – yes; Mr. Talley – yes; Mr. Bennett - yes; and Dr. Osowski – yes. Motion regarding the consent items passed: 5/0.

8. **APPROVAL OF MINUTES***

- | | | | |
|----|--------------------------|---------------------------------|------------------------------|
| A. | December 19, 2023 | Closed Executive Session | (Approved by Consent) |
| B. | December 19, 2023 | Regular Board Meeting | (Approved by Consent) |
| C. | January 9, 2024 | Special Board Meeting | (Approved by Consent) |

9. SUPERINTENDENT’S REPORT

A. Student Representative Report: Ella Zamora, Los Lunas High School

Dr. Kettler welcomed Ella Zamora the student representative from Los Lunas High School. He said that Ella was a senior and had been attending LLHS since her 9th grade year. They were lucky enough to get her from St. Mary’s School in Belen, where she attended elementary and middle school. She lived at home with her mother Melissa Zamora and her two siblings Camryn (14) and Madelynn (2). Ella was currently ranked 12th in her class with a GPA of 4.083.

He said that Ella loved sports and was a member of the LLHS Volleyball Team where she made the all-academic team for both All Metro and District 5-5A. Last year she was also a state qualifier in the 400m dash for the LLHS track team.

Dr. Kettler stated that Ella was a member of National Honor Society where she held the office of Treasurer, and was employed by the Los Lunas Schools Special Services Department as a student mentor.

After graduation Ella plans to enroll in the New Mexico Institute of Mining and Technology where she will major in Civil Engineering and minor in Mathematics. In the future, Ella would like to pursue a career in engineering with either Sandia National Laboratories, or the Intel Corporation.

Ella introduced herself and thanked them for allowing her to speak to them about Los Lunas High School that evening. She then gave the following report.

Now that the first semester of the 2023-2024 school year had wrapped up, Ella said she wanted to give them a rundown of what had happened at Los Lunas High School. During the month of December, there were so many things going on at once which made it a little stressful but also fun. Of course, everyone was just looking forward to winter break, and she said she couldn’t lie, she was looking forward to it as well, but there were things to

enjoy before going on break.

9. SUPERINTENDENT'S REPORT

A. Student Representative Report: Ella Zamora, Los Lunas High School (Cont.)

The Class of 2025 Class Council decided to hold the first Winter Ball which she attended with her friends and sister, and it was a fun dance...especially because they catered Chick-Fil-A. She also started to build a strong friendship with her mentee who she got to help because of the student mentorship program. Now that the semester came to an end, she was able to reflect and see the good that happened and how much the school succeeded in sports, curriculum, safety, and the functioning of our new administration.

Starting the new semester, Ella said she did not want to go to school and it was not because she didn't want to go, she just never wanted to get out of her comfy bed. Another thing that she was not looking forward to was messing up on papers and homework by writing 2023 instead of 2024 since it was the new year. Besides that, she was looking forward to finishing up high school and graduating, but she was sure she didn't realize how much was left before she did that. It felt surreal to be back at school but she was now adjusting back to the routine of going to school and said to let her be frank, she loved school and all that it had. She enjoyed being able to come to school and see her friends and the amazing staff that were always happy to be there. She added that she saw so much potential for the school this semester and I did hope they could all close off this semester and school year with something to talk about and compare to the past years at Los Lunas High School.

Now that the fall season for sports had ended, they had begun winter sports along with some preseason for spring sports. Starting the season was our Boys and Girls Basketball. Boys were 9-6 and the Girls were 7-6 - they had potential in both teams in advancing to the State Tournament this year. Next was Wrestling and they were just coming out of a big tournament which was "*Conflict at Cleveland*" which only prepared them for what competition they were going to run into at State. The team this year had about eight contenders that had a chance at placing on the podium at State. While this tournament took place, Cheer and Tigerettes prepared for their home competition where Cheer placed 1st in Game Day and Tigerettes

placed 1st in Pom and Hip Hop. The swim team had also started their season with a few meets already and were looking very well.

9. SUPERINTENDENT’S REPORT (Continued)

A. Student Representative Report: Ella Zamora, Los Lunas High School (Cont.)

This year in sports, they had added something new to the table, which was powerlifting. They were in full swing and had started workouts already, and were anticipating their first meet soon. Lastly, they had their spring sports, which were slowly coming back into action with preseason and tryouts soon.

Other activities that were happening around the school were Student Council, Class Council, Science Olympiad, and Lending a Paw. Currently, Student Council had been working on side projects and would soon be having a bonding with the Student Council from Valencia High School. While the Student Council did their thing, Class Council had been working on plans for the senior class such as activities for the end of senior year and an upcoming assembly.

Now that the engineering program came back last year to Los Lunas High School, there had been non-stop work. There were groups involved with this program such as Best Robotics, Science Olympiad, and soon TSA in the spring. Best Robotics had a competition here in New Mexico during the fall and went to Regionals in Texas during the winter where they finished up the season. Directly after Best Robotics finished, Science Olympiad started their season.

They were all currently working on their projects for their first competition (Regionals) which would take place at The University of New Mexico on January 27th and would continue work for State later on which would be located at New Mexico Tech in Socorro. Lastly, they had the most hidden group on campus, which was Lending a Paw, where they liked to share publicly by selling pizza every so often and on those days, their line went through the whole cafeteria. Who didn’t love Dion’s pizza?

Los Lunas High School had been booming and having an amazing year so far. Given the spectacular administration they had, Mr. Tiger, Mrs. Garland, Mr. Hartog, and Mrs. Hubble, they never failed to run the school like no one else could. She felt that she was able to call Los Lunas High School her second home given the support and heartwarming hospitality

that was shown when she walked through the doors.

9. SUPERINTENDENT’S REPORT (Continued)

A. Student Representative Report: Ella Zamora, Los Lunas High School (Cont.)

Ella said that the last few months of the school year were going to fly by and she would be able to say that this year was a very successful year for Los Lunas High School’s administration, staff, and students. She added that she couldn’t wait to finish off this semester and graduate knowing that she was able to say that she was a student at Los Lunas High School.

Discussion ensued during which board members commended Ella on her multiple accomplishments as a student, athlete, participation in the mentorship program, her community service through NHS, Lend a Paw, and Student and Class Council. She was further commended for her future plans to attend New Mexico Institute of Mining and Technology where she wanted to pursue a career as a civil engineer.

B. School Report: Monica Rivera, Principal, Tomé Elementary

Dr. Kettler introduced Monica Rivera, the principal at Tomé Elementary, and invited her to speak to them about her school. Ms. Rivera thanked the board members and Dr. Kettler for the opportunity to speak to them about Tomé Elementary. She introduced her assistant principal, Jacqueline Farrell, and recognized the staff in the audience. She noted that many of her staff were watching on line and / or working at their after school program.

Ms. Rivera and Ms. Farrell then gave a PowerPoint Presentation during which they discussed in depth the following areas:

Every student deserves access to a robust, rigorous, and complete curriculum at their grade level.

- Grade level alignment with pacing and planning
- Collaborative Team Meetings
- Grade Level Communities of Practice

9. SUPERINTENDENT'S REPORT

(Continued)

B. School Report: Monica Rivera, Principal, Tomé Elementary (Continued)

Every student is capable of engaging with grade-level standards and rigorous content and deserves world-class instruction and materials to support them.

- Heggerty
- Real-world and hands on learning experiences
- Research-based curriculum and materials

Every student deserves to use technology as a tool for learning AND a tool to express their learning in creative ways.

- Innovative Lab
- Professional Development Opportunities
- Support from Digital Learning Coach, Site Ed Tech, and Apple Professional Learning Coach

Every student deserves to have the opportunity to learn in multiple languages, just as their global peers.

- Bilingual Program Kinder-4th
- Pledge in English and Spanish
- TESOL and Bilingual Certified Staff
- Technology for Communication

Data Story

- Istation reading K-2
- Bright spot - growth 3rd grade 39% from lowest level one or more higher levels from beginning to middle of the year
- Proficiency - commitment target support

Every student deserves to connect the relevance of learning as they explore future career opportunities

- Guest Speakers and Presenters
- Student Mentors 4 daily
- VHS Student Readers road to literacy jump started by VHS and Mr. Aragon

9. SUPERINTENDENT'S REPORT (Continued)

B. School Report: Monica Rivera, Principal, Tomé Elementary

Every student deserves a classroom experience that acknowledges their integrated cognitive, social, and emotional development.

- Sensory Room
- UDL (Universal Design for Learning) many resources
- SEL Staff Engagement Activities happy and supported at school transfers to school
- PBIS (Positive Behavioral Interventions and Supports)

Every employee deserves to be supported in staying current in the most effective practices in their field, implementing new initiatives, and perfecting their ability to improve student learning.

- Job-embedded Professional Development
- Learning Innovations Coach and Inclusion Support Coach
- Professional Development Days

Family Engagement

- Parent/Teacher Conferences great turnout
- Family Night Events evening and daily accommodate family
- Communication Remind multiple languages
- School Performances

Safety and Security

- SRO (School Resource Officer) Ed Taylor many safety training including Stop the Bleed
- Safety Committee
- Ongoing Safety Training
- Training Opportunities for SRO

The board members individually commended Ms. Rivera and Ms. Farrell on their presentation. Discussion ensued during Ms. Rivera provided additional information and clarification as requested regarding various aspects of the presentation including TESOL, Heggerty, VHS student mentors, Google translators, testing improvements, book fairs, community participation, as well as, the impact of the academic coaches and their SRO.

Dr. Osowski thanked Ms. Rivera and Ms. Farrell for their presentation.

9. SUPERINTENDENT'S REPORT

(Continued)

C. Superintendent Communication with Board

Dr. Kettler he wanted to reaffirm communication with the Board of Education because communication was the foundational element of their interaction. It played a vital role in their relationship development, collaboration and the functioning of their organization. As such, he wanted to reaffirm that he would be providing them with crisis information by text message in a timely fashion. That would include lockdowns, shelter in place, emergencies, facility emergencies, and community issues that would impact schools, so the board members would be in the know and be able to communicate with their constituents.

Dr. Kettler said he would also provide them with a weekly recap via email of the previous week and a preview the upcoming week. He would be providing them, via email, a list of dates for athletic events, which he believed he'd already done, and school events, which he was collecting from their schools, for the spring. He would also provide them with advanced copies of press releases when possible. Again, he wanted to reaffirm their communication that evening with three being new on the Board.

D. Other Comments

Dr. Kettler stated that he wished Ella hadn't left just yet because they were going to schedule a presentation about CTE in Los Lunas Schools. It was a growing area and a growing area for Los Lunas Schools. He was happy to let them know that, as part of that, he'd been meeting with the UMN Chancellor Dr. Dosumu and Belen Superintendent Mr. Sanchez about a possible partnership; specifically, around what they were calling an early college high school. It would be funded by the state but specific to CTE courses and preparing our students who were interested in the trades specifically. As that partnership progressed, he would definitely be keeping them informed and they would have a presentation, hopefully about that this spring. He was told that Ella participated in their Be Pro, Be Proud Day at Los Lunas High School and had gotten into the excavation simulator. He'd wanted to ask her about it before she left.

Dr. Kettler stated that was all he had on the Superintendent's Report that night.

9. SUPERINTENDENT'S REPORT (Continued)

Dr. Osowski thanked Dr. Kettler for his report. There being no questions on his report, he reminded the audience and those listening on the streaming that Item #9 was for informational purposes only. No action was needed or warranted at that time.

**10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda)**

Dr. Osowski stated that moved them to Item #10, Dr. Kettler's update regarding the progress of his 100-day plan that had been removed from the December 19, 2023 Regular Meeting Agenda. She then turned it over to Dr. Kettler.

Dr. Kettler stated that he was excited to give the presentation that evening and gave a PowerPoint Presentation during which he discussed in detail the following areas.

He said the entry plan drivers began from when he was selected and began his tenure as Superintendent of Los Lunas Schools. Those drivers were the vision, mission, and motto of the district, along with, the foundational assumptions and the board priorities at the time. He believed the District's vision and mission were strong and they were continuing to work with those.

Entry Plan Drives

- LLS Vision, Mission, and Motto
- LLS Foundational Assumptions
- LLS Board Priorities

10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)

Dr. Kettler stated that with those as his Entry Plan drivers, he formed his priorities for his first 100 days.

Superintendent's Priorities

Priority #1

Authentically engage Los Lunas Schools stakeholders to develop relationships, gain deeper knowledge, and begin a collaborative process.

Priority #2

Collect and analyze both quantitative and qualitative data to obtain a full picture of the district's performance, trends, and strategic direction.

Priority #3

To provide a safe and secure learning environment resulting in focus on academic achievement, maintain high standards, and foster positive relationships. between LLS stakeholders.

From that, were his goals.... He had five of them.

Dr. Kettler's Goals

Goal 1

Establish a relationship of trust and collaboration with the school board, cabinet members, administrative departments, schools and community stakeholders.

Goal 2

Be visible throughout the district, visiting schools and classrooms, engaging in learning walks, and meeting with building level administrators.

Goal 3

Learn the current instructional focus to identify areas he could support and assist in providing

students the opportunity to maximize their academic potential.

**10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)**

Goal 4

Learn and analyze the systems and structures in place for organizational accountability including the district budget and financial standing.

Goal 5

Maintain safety and secure learning environment for students and staff.

Dr. Kettler stated then discussed his timeline.

Timeline

August 14, 2023 - August 18, 2023

- First day on contract. During Week 1, met with all Board of Education members and began meeting with Cabinet members.
- Length of time: 1 Week

August 21, 2023 – October 20, 2023

- Met with remaining cabinet members, conducted first round of school site visits, met with Central Office staff, and began meeting with community stakeholders.
- Length of time: 9 Weeks

October 23, 2023 – December 22, 2023

- Conducted second round of school site visits, continued meeting with community stakeholders, and began gathering historical data on student performance.
- Length of time: 9 Weeks

January 3, 2024 – January 19, 2024

- Analyzed data from questionnaires, observations, and quantitative measures. Prepared report on 100-day plan for the Board of Education to be presented on January 23, 2024.
- Length of time: 3 Weeks

10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)

Dr. Kettler said he was challenged with listening and learning from the Los Lunas School Community with the District's pressing need for inherent vision and mission. Los Lunas Schools has a good vision and mission and motto and assumptions but he did not see a current or any strategic plan for that matter. Not having that plan was significant as it articulated our shared vision, mission and values. It gives our schools organization around common priorities and goals, defines how success is measured, increases our communication and engagement, connected all of them, all stakeholders through to a common plan for achieving success and ultimately setting students up for success. To that end they would be partnering with Loom.

Loom Partnership with LLS

- Turn mission-driven ideas into results through people-centered action.
- Design strategic plans with impact, implementation, and employee investment in mind.
- Generate employee investment in the organization's goals, along with a clear understanding of their contributions.
- Build an organizational culture that promoted belonging, achievement, and retention in service of excellent outcomes for all kids

Gathering Community Perspectives

As part of his 100-day plan, over the last few months, Dr. Kettler stated that he had interviewed 50+ LLS stakeholders, including:

- 5 Board members
- 13 district office staff members
- 2 municipal leaders
- 15 campus administrators and/or leadership teams
- 16 district directors
- Valencia County News Bulletin

**10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)**

Additionally, in November they sent out, via email, three separate surveys to all district office staff, campus staff, and Los Lunas Students' families. Those who responded included:

- 46 district office staff members
- 374 campus staff members & educators
- 863 family members, including 11 that responded to the survey in Spanish

In addition, he visited and/or attended the following:

- 15 initial school visits, 2 hours each
- Protecting and Preserving Our Future Luncheon
- Met with Belen Superintendent Lawrence Sanchez and UNM-VC Chancellor Dr. Dosuma
- Student Nutrition Appreciation Luncheon and Warehouse Tour
- Meta Data Center Visit – David Williams
- Tour of Valencia County – Mark Garcia
- East and West Transportation Center Visits
- Holiday Luncheon at Maintenance Warehouse
- Rotarian
- Board Member for the Hispano Chamber of Commerce
- Maintenance Department

Ongoing regularly scheduled visits and meetings:

- Weekly Cabinet Meetings
- Visits to every campus
- Bi-monthly athletics check-in
- Bi-monthly media and marketing check-in
- Quarterly check-in with Directors
- Monthly Labor/Management with NEA
- Blocked off Friday mornings for visiting campuses – the block worked out better

10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) **(Continued)**

From all of this information, from his meetings with people, surveys, from when Loom came out visiting schools, they found key takeaways from the interviews, as well as, the surveys.

Key Takeaways from Interviews and Surveys

- Our district has a high degree of pride and investment in the school system.
- Overall, staff feel aligned with district priorities and strategy.
- Staff also feel clear on their roles and how they are evaluated.
- Our district can improve our communication of priorities and decisions that affect stakeholders to increase alignment, investment, and trust
 - Communication to families is particularly important because survey responses showed that they have the least understanding of and alignment with our district priorities
 - We can be more intentional about the volume, speed, and communication of new programs and initiatives that require time and engagement from educators and staff to ensure they understand when, how, and why changes are happening.
 - We can improve our district talent systems to recruit and hire talented staff more effectively and to support managers in providing more meaningful feedback to staff.
- We can strengthen teaching and learning systems, structures, and supports to help educators serve students even more effectively, particularly students with special needs.

Our district has a high degree of pride and investment in the school system.

- When responding to the survey, ~90% of district office staff and 80% of campus staff are proud to work at LLS and plan to stay next year. ~60% of families were proud and ~80% of families were planning to stay.
- Across interviews, stakeholders named a deep sense of loyalty and pride in LLS and a real appreciation for the small town feel and people of Los Lunas.
- High stakeholder pride and investment in LLS were areas of strength to build upon.

10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)

Overall, staff feel aligned with district priorities and strategy.

- There was an opportunity for LLS to improve alignment and understanding on district goals and priorities for families.
- Nearly 90% of district office staff respondents strongly agree/agree that they understand LLS' goals and priorities, and ~70% of campus staff shared this sentiment.
- Less than half of families reported feeling clear on goals and priorities.
- When asked about the one thing they would change about Los Lunas, nearly 15% families named communication and transparency. *“I would be more transparent. Many people complain and criticize because they feel they are in the dark on decisions....People just want to be informed. They may still not like something that the schools do but if they have all info available they may understand reasons behind decisions that are made.”*

Staff also felt clear on their roles and how they were evaluated.

- When responding to the survey, ~90% of district office and campus staff reported feeling clear on expectations for their role and ~70% of district office and campus staff believe they are fairly evaluated.
- LLS can both build on the notable strengths of consistent role clarity and fair evaluation systems.

Communication to families is particularly important because survey responses showed that they have the least understanding of and alignment with our district priorities.

- When responding to the survey only ~40% of families strongly agreed/agreed that district staff communicate proactively and listen effectively.
- *Many districts see improvement in this area after orienting district office staff to being more “user centered” and considering that, for many services, they work in support of students and families and their needs. LLS can consider whether and where this is the right approach*

for them.

**10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)**

We can be more intentional about the volume, speed, and communication of new programs and initiatives.

- When taking the survey, only ~40% of responding campus staff strongly agreed/agreed that the district office proactively provides helpful support and only ~50% are satisfied with instructional material and supports.
- Interviews revealed that stakeholders are fatigued by the number of initiatives in the district, which include new instructional materials. Several site administrators note their frustration with the number of initiatives they are expected to implement. District office staff and site administrators note that educators struggle to implement initiatives well because the district moves on too quickly.
- More research may be helpful here to better understand what's behind this dissatisfaction – i.e. is it the volume and speed at which new instructional materials were rolled out? And as a result, the quality of implementation of these materials? Or is it about the lessons that teachers were teaching (either from the materials or teacher-created)? We can be more intentional about the volume, speed and communication, including new programs and initiatives.

We can improve our district talent systems to recruit and hire talented staff more effectively and to support managers in providing more meaningful feedback to staff.

When responding to the survey, only ~50% of both district office and campus staff strongly agreed/agreed that LLS effectively recruited and hired talented individuals. In interviews, all site administrators noted openings in their staff, many of which involved supporting students with special needs and many noted that roles are hard to fill because of the limited number of qualified educators wanting to work in the district. At this point, it could be a lack of communication, because we are going to hiring fairs. We are advertising in the newspapers. We have a partnership with Care QC, which does advertise for us. It was in Albuquerque but it was a pool of teachers and employees for us. This particular issue could be more of a communication issue on what they were going to recruit highly qualified people to our district.

**10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)**

- Only ~60% of district office and campus staff report receiving meaningful coaching and feedback to improve in their role.
- LLS has an opportunity to improve staff perception of the effectiveness of LLS hiring processes particularly for hard-to-staff roles, and to support managers in providing more meaningful feedback to staff.

In term of strengthening our teaching and learning systems and structures, 62% of campus staff members strongly agree or agree that they are expected to analyze data, and adjust instruction but only 50% believe that there were systems and structures in place to support high-quality teaching, such as common planning time, supports for pacing, planning and assessment. This is another area we will be working on.

Goals – Next 100 Days

1. **Complete the Strategic Plan** – How do we support student outcomes for each goal of the strategic plan with our resources?
 - a. People
 - b. Professional Learning
 - c. HQIM
 - d. Programs
 - e. Funding (operational/other sources \$)
2. **Increase Meaningful Communication with the Community** – Monthly newsletter beginning in February

Dr. Kettler stated that the original timeline for his 100-day plan did end on January 19th but that was only the beginning of the next 100 days. So, my goals for the next 100 goals was to take all of that information that was from the surveys, from his interviews with people, from the people he spoke to, and to complete the strategic plan.

**10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)**

Goals – Next 100 Days

Specifically, as they completed the strategic plan, the question that he had and he wanted to operate by, were how did they support student outcomes for each goal, those resources were the people they had, the professional learning that they were providing to those people that they had, the high quality instructional materials that they used, and how they were using our funding, our operational dollars, our grant money, other sources of money that they had, and how they were using those to support the strategic plan and the meeting of those goals?

The second goal I have for the next 100 days was to increase meaningful communication with the community. One thing he would be doing starting in February was a monthly newsletter that would be sent out with a link to a PDF version and would be posted on the website as a starting point.

Updated Timeline

January 3 – January 19, 2024

- Analyze data from questionnaires, observations, and quantitative measures. Prepare report on 100-day plan for the Board of Education to be presented on January 23, 2024.
- Length of time: 3 Weeks

January 19, 2024 – June 1, 2024

- Length of time: 18 Weeks (Phase 3, 4 , 5, & 6)
- Increase Meaningful Communication with the Community – Monthly newsletter beginning in February

**10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)**

LLS Strategic Planning Timeline

Phase 1

Current state Diagnostic

December synthesize focus areas

Phase 2

Strategic Priorities and Theory of action

January / February (current)

Phase 3

Delivery Chain

March

Phase 4

Metrics, Milestones and top-line Goal

April

Phase 5

Refinement and Launch

May

Phase 6

Performance Management

June/July

Dr. Kettler stated that he wanted to talk briefly now about the updated timeline. He'd changed the January 3rd to January 19th to in progress, because in terms of strategic planning, they were in phase two and the plan was to be completed with phase two. He had hoped to finish that by January 19 but that did not happen. It went slower than he'd anticipated and planned. From there, they would go into phases three, four, five and six with target date of June for completion of the strategic plan.

**10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)**

Dr. Kettler showed another slide that he said showed the phases it in a different way. For phase one and phase two, it was really part of his first 100 days, and that was to gather information and complete a current state diagnostic. That was done with the help of the Loom team. They were helping him to synthesize and analyze, so he could understand our strengths, as well as, our potential areas of focus for improvement. That, again, included information from administrative interviews, the survey results, reviewing information that the LLS Team, and Cabinet Members had shared and from visiting schools.

After that, they'd use that information to form the priorities and theory of action, and that was where they were currently sitting. After they got through action, they would go into a delivery chain phase, including who needed to be involved, and how they would deliver those priorities. They would look at what success looked like in terms of their milestone metrics and what they needed to do to share the strategic plan and measure the implementation and manage it all the way through and make sure we stay on track and we're meeting our goals.

LLS Strategic Planning Next Steps

Current State Assessment Root Cause Analysis Met with Loom to:

- Identify key takeaways
- Identify and discuss themes, outliers, and priorities
- Develop and refine problem statements
- Analyze the root causes
- Pressure test root causes ensure not just a contributing

Dr. Kettler stated that as they got to the end, he wanted to share the next steps in the Los Lunas Schools strategic planning because that was the biggest part of his next 100 days. They were currently in the current state assessment, root cause analysis phase. What they were doing now was identifying key takeaways from the data gathered, again, through surveys and historical data. He noted that he'd met with Loom to debrief on takeaways to discuss themes that had emerged, to identify any outliers and any data - which there were none - and other priorities.

**10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)**

With Loom, using information from step two, they were going to frame that information as problem statements and if necessary, reframe after discussion, develop the problem statements that would then set the stage for a successful root cause analysis. Those statements might describe a situation, an issue, a barrier, impediment, gap or challenge that they were currently facing and needed to address to achieve our vision.

Step four would be analyzing the root causes and they were going to use the five why protocol, why the problem was happening for each problem statement. If they were familiar with the five why, it was why do we have this challenge and four times, why is that the case, why is that the case, why is that the case, why is that the case? Ultimately, what they wanted to identify was the underlying cause to the problem.

Dr. Kettler stated that finally, they would pressure test the root causes and ensure they were truly the root cause and not a contributing cause. There was a lot of work that still needed to be done on the strategic plan. They were starting to bring others into the fold. He told the cabinet members, they would be receiving an email from him, as well as, a phone call. Loom would be requesting to interview them to get their input into the strategic plan. As he'd told administrators in November, the strategic plan wasn't his (Dr. Kettler's) strategic plan. It was all of their plan and they all had to have input and they all had to get behind it.

With that, he thanked the Board, and said he open for questions or comments.

Dr. Osowski asked if there were any questions from the Board.

Mr. Bennett stated that he felt Dr. Kettler that it looked like he had a good plan and worked well with Loom. He added that he appreciated that he had blocked out time to get to the school sites. It was really important that people saw him and needed to keep seeing him. Too many times, it was a

one and done, and he appreciated that he made the time and blocked it off to go shake hands and see people.

**10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)**

Dr. Kettler stated he should mention that it was not just the schools that he was visiting. On February 9th, he was going to Desert View Elementary to bake bread with the nutrition staff. They'd invited him to help them bake. He was excited to put on the hairnet, even though he didn't think he'd need it, and make some dough.

Mr. Talley stated that the very first goal was to establish a relationship of trust and collaboration within the school board, administrators. He asked what metric he was using and how was he planning to achieve that goal.

Dr. Kettler responded that quantitatively, he just kept track of the number of times he visited with people or went to schools, which was pretty weak. He couldn't tell from how many times he visited with someone like Mr. Tiger or Mr. Pendrak if they'd developed any kind of trust and collaboration. Qualitatively, he relied on others, such as directors or other people who'd had conversations, separate from him with the different people and had given him feedback, based on those meetings such as, hey, Mr. Tiger really appreciated you coming by today. We would love to have you more, any time -- those sort of statements.

Mr. Talley asked if Dr. Kettler felt that he had built those relationships. Dr. Kettler responded that he felt that he was building them – they were not fully developed.

Mr. Talley stated with building a relationship, he'd interviewed stakeholders, including the current Board Members. He asked if he had plans to interview the new board members. Dr. Kettler responded that he did.

Mr. Talley said from the community perspective, had he (Dr. Kettler) met with the mayor and any common interest he might had with the Village. He added that he felt that there were a lot of avenues for reaching out to get new perspectives.

**10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)**

Dr. Kettler stated that he had met with the Village of Los Lunas Economic Development's person, Victoria Archuleta, as well as, Mr. Greg Martin, the Village Administrator, but had not yet met with the mayor. Mr. Talley stated that he (Dr. Kettler) had reached out to the Village, okay, that was where he was going with that.

Mr. Talley confirmed Dr. Kettler's scheduling for visiting sites on Friday mornings, then asked if board members were able to go with him. Dr. Kettler stated that yes, they could absolutely go with him.

Mr. Talley told Dr. Kettler that he had talked about using Remind as the tool for communicating. He was glad because in the past, as a parent, it seemed for a while every teacher had their own way of communicating. He was glad they had kind of narrowed it down to Remind. There had been concerns about the other software or applications, namely Canvas. He added that he knew a lot of it was issues with the software itself and their ability to communicate with each other. He asked if there was any intent on perhaps going to one or the other of those?

Dr. Kettler responded that they were two separate systems. Power School was their student information system. Canvas was more of an application for delivering and, well, delivering instruction, and housing the academic side of things. There had talked about was holding those two companies to the fire, so to speak, to make sure they got the issues resolved. Mr. Talley stated that he knew a lot of people through a lot of shade at teachers, and oftentimes, it was not the teacher issue. It was the fact that two software were not communicating. Dr. Kettler confirmed that was 100% accurate. It was not the teachers' issue, it was a platform issue.

Mr. Talley said he didn't know the slide number, but the question, what can improve our district talent system to recruit higher talent one of the responses kind of glossed over, but only 60% of

district office and campus staff report getting meaningful feedback, only 60% of staff was reporting getting meaningful feedback. How could they improve that? Instead of 60% have 85% or 90%?

**10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)**

Dr. Kettler stated that he would say 60% responded to the survey to start with, and that was where he would like to see a higher survey response because he was not sure how representative it was of the staff when they had over 2,000 staff members, but putting that aside, they did a fantastic job through the administrators through the Rise and Thrive Programs, and through the performance coaches working with the administrators. They did have the learning innovations coaches in the schools, and so to address that, he thought they needed to get more input, probably from staff for the professional development days to meet their needs, what were they doing, what would they like to see in terms of professional learning, professional development. He added that he thought sometime, even though our staff did a really good job in learning innovations and needing to make decisions on what that professional development would be, he thought sometimes we think we know what teachers need but we forget to ask the teachers what they need. In terms of district office staff, I would have to speak to district office staff on what kind of professional development they needed. Maybe they want professional development on being on the frontline, you know, the customer service teach of training. He didn't know what that meant, specifically, but it would have to be a communication issue.

Mr. Talley stated that was all the questions he had and thanked Dr. Kettler for putting it together.

Ms. Otero stated that she had no questions but a comment. She told Dr. Kettler that it was a good, well-put together plan and said he had made remarkable progress.

Dr. Osowski asked Dr. Kettler if he was ready. She said that first of all, she wanted to commend him, especially walking into a district after the school year started without a strategic plan and having to hit the ground running and do the background work. There was a lot of effort that went into creating a strategic plan and it was tedious and it was annoying and challenging and the fact that he had come this far in this amount of time... She thought the previous board commented about their

positive impressions and offered him accolades in the December meeting and she could see why they had such positive, strong comments about this.

**10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)**

Dr. Osowski said she did think they had some keywords there that she would be interested in seeing throughout the strategic plan. One of those was organizational accountability and student outcomes. She thought those should drive - that was her personal opinion - that they should drive everything they did because everything they did should be in support of our students. And of course, they had definite needs to keep our high quality and very professional and much appreciated staff in place, so she agreed with Mr. Talley's comments about what could they do to increase the amount of satisfaction that our staff felt about receiving meaningful approach and what not. She added that she did like your thoughts there.

Dr. Osowski told Dr. Kettler that she did see the Loom strategies, and was anxious to see how they took the information and gave them people-centered actions. Was it going to be a buzzword or something pretty phenomenal - just know that was her radar. She was interested to see how they were going to generate investments. They needed them to be more than buzzwords, they needed to make them actionable. She did appreciate the efforts he was going to gather community perspectives.

She agreed with Mr. Talley's and Mr. Bennett's comments and she hoped they all made a concerted effort to go with him to visit the schools. Kudos to Mr. Garcia who drove him around for four and a half hours - that was a captive audience.

She added that she hoped he fed him at some time. Can they imagine four and a half hours, there with no stops? Dr. Kettler interjected that Mr. Garcia had offered to stop and buy him a soda at one of the gas stations. Dr. Osowski stated ... four and a half hours ... she would have talked his ear off and he would have jumped from the car as it was moving. Kudos to him for sticking it out.

Dr. Osowski asked for clarification from Dr. Kettler. Had he said he'd begun his quarterly check in with directors this month? Dr. Kettler stated that was correct. He'd met with directors initially one-on-one in the August, September timeframe. He said he knew he wanted to do check-ins with the directors more than just that the one time meeting that they'd had, so he started meeting with

directors last week and told them they would be quarterly. He noted that he hadn't gone through all of the directors yet for this quarter.

**10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)**

Dr. Osowski asked if the topic of the check-ins were accomplishments and targeted or direct actions or would that be meeting elements of the strategic plan? Dr. Kettler stated that, currently, it was a personal check-in, because he did care about people and he cared about people in this district, specifically. The second thing was to get their priorities, what they were working on now, and to see if he could provide any support in those areas. Third, to ask if there were any needs, concerns or issues that they saw and would like to discuss, as well as, any other discussion items. Eventually, it would have to be centered around their strategic plan as everything would be.

Dr. Osowski stated that on the takeaways from the interviews, the statement overall, staff feel aligned with district priorities. She said that 'overall' was a nice word that she routinely used when there were things that she was not ready to delve into. She asked Dr. Kettler if he noticed areas that there was not alignment, staff alignment with the district priorities and strategies? Dr. Kettler responded that he would have to go back and look through the survey data more specifically. He couldn't give her at that moment an adequate, or he guessed, specific answer to that question. She said was fine. She was wondering since there were no outliers maybe that would be an area for an outlier with that overall statement.

Dr. Osowski stated that she also agreed with Mr. Talley about the communication and the absolute angst between Power School and Canvas. They had plenty of parents trying to stay on top of grades and that was something she would like to see as a focus item to get those systems in alignment because they did have plenty of parents or guardians making every effort to make sure their students were meeting the expectations, and they were falling behind on that particular area.

Dr. Osowski said she was a little dismayed. She was looking at that our district that a high degree of investment but that only approximately only 80% of our families were planning to stay. Maybe they could dig into the data a little bit more or re-ask the question to find out more information. She appreciated the focus on communication and transparency and making sure all of our stakeholders

felt like they understood what they were doing. The clear roles, staff felt clear on their roles and how they were evaluated. The 70%, ...

10. UPDATE REGARDING PROGRESS OF 100-DAY PLAN: Dr. Kettler
(Removed from Dec. 19, 2023 Regular Meeting Agenda) (Continued)

She was wondering how they would be able to improve that. Something like that was a little bit concerning, and of course, along with the communication, 40% of families strongly agreed the district staff communicated proactively and listened effectively. Those were keywords she'd circled, listening effectively with our key stakeholders.

She was pleased in an oxymoronic way that our stakeholders are fatigued by the number of initiatives. That is common across the United States and I'm going to be looking forward to a plan within the strategic plan about how we will be reducing the number of initiatives, so we can do high quality work with infidelity otherwise, it is down and dirty and we're exhausted. I think I will stop there. But all in all, thank you very much. This is a very nice report, very comprehensive. Thank you very much. I want to remind the members of the audience that the update of the 100-day plan was informational purposes only. No need or action the warned at this time. We move to item number 11. I apologize. This will be for discussion and possible action then is the number of board meetings per month for the remainder of this academic year. Actually, through the summer going into the start of the school year.

Dr. Osowski stated that Item #10 had been for informational purposes only; no action was needed or warranted at that time.

11. DISCUSSION AND POSSIBLE ACTION: Number of Board Meetings a Month

Dr. Osowski stated that they would then move to Item #11. That would be for discussion and possible action on the number of board meetings held per month for the remainder of this academic year ... actually, through the summer going into the start of the school year. She said she would like to stand for a motion and then for any discussion about the board members' perspectives or opinions about the number of meetings that they would hold for the rest of this academic year and the rest of the

summer and into the fall.

Dr. Kettler stated that he believed that the dates would be changed through June.

11. DISCUSSION AND POSSIBLE ACTION: Number of Board Meetings a Month (Continued)

Mr. Talley moved that they hold only one more meeting a month . He added that he thought they could accomplish the things they needed to in one meeting, and if they needed to, they could add work sessions if necessary. **Ms. Otero seconded the motion to change to one regular meeting per month.**

Dr. Osowski asked if there was any discussion on this topic. She told Dr. Kettler that she wondered that if they moved to one meeting per month – she knew that they had school presentations already scheduled, what would do that do to them and would that negatively impact schools being able to present? Dr. Kettler responded that it would not negatively impact schools that still needed to present. They would have two schools present per meeting to finish the presentations. It might make for a little longer meeting, but everybody would still have the opportunity to present.

Dr. Osowski asked Dr. Kettler, if one meeting per month, from his perspective, would negatively impact any of the departments in terms of time they needed to get things to Finance or other things they would need to do? Dr. Kettler responded that it would not impact any of the departments' work. Anything that needed to happen, such as policy review, or a review of, say New Mexico's Vistas and data, could be done in a work session.

Dr. Osowski stated that her only concern was the length of the meeting and they had staff that were there from early in the morning and then they expected them back bright eyed and bushy tailed early the next day for work and he (Dr. Kettler) had a long drive home. She worried about the length of a board meeting, but those were her only concerns.

Mr. Vickers asked Dr. Kettler his thoughts on the one meeting. Dr. Kettler responded that it was a question of how long did they (the Board) want to be in that one board meeting because the agenda could be quite long depending on what needed to go on the agenda. It was feasible; it just lengthened the one meeting.

11. DISCUSSION AND POSSIBLE ACTION: Number of Board Meetings a Month (Continued)

Mr. Talley stated that he had more question towards Mr. Bennett and Mr. Vickers. In the past, they'd had board meetings once a month, were they able to accomplish the objectives of the meeting or was it better to have two meetings?

Mr. Bennett stated that his opinion was that if there was not a lot put into the meeting and they got work done and stayed on task, more meat less lettuce and tomatoes. He added that it could be financially beneficial for the district to have one meeting a month as there was a lot that went to have a meeting. He thought they should be able to knock it out other than the fact there was additional stuff. He agreed with Dr. Kettler that there could be work sessions involved in some of that.

Mr. Vickers stated that he also agreed with that. He remembered from his previous term in the past board meetings, even with two meetings, they had them sometimes go past midnight, and they actually had some where they had to recess the meeting and continue the next day. Meetings could get cumbersome, but he thought they needed to be flexible about possibly setting up the agenda, so it was in priority order, and, if they didn't quite get to everything, they could defer to the next meeting.

There being no further discussion, Dr. Osowski called for a vote regarding Item # 11 with the following results: Mr. Vickers - yes; Ms. Otero - yes : Mr. Talley – yes ; Mr. Bennett - yes ;and Dr. Osowski - yes. Motion regarding Item # 11 to change to one regular meeting a month passed 5/0.

Dr. Osowski told Dr. Kettler and Mrs. Wolfe that she was sure they would note that the meetings would be updated.

12. FINANCE COMMITTEE ITEMS (Meeting Held January 16, 2024)*

A. Reports for December 2023

- i. Schedule of Checks Written (Approved by Consent)**
- ii. Cash on Hand (Approved by Consent)**
- iii. Investments on Hand (Approved by Consent)**
- iv. Monthly Budget Reports (Approved by Consent)**
- v. Revenue (Approved by Consent)**

B. Approval of Budget Adjustment Requests (BARs)

- i. 24355 American Rescue Plan Homeless Children & Youth (Approved by Consent)**
- ii. 24190 Comprehensive Support & Improvement Transfer (Approved by Consent)**

C. Approval of Budget Adjustment Request (Not Requiring Public Education Department (PED) Approval)

- i. 24101 Title I Maintenance BAR (Approved by Consent)**
- ii. 24190 Comprehensive Support & Improvement Maintenance BAR (Approved by Consent)**
- iii. 24101 Title I Maintenance BAR (Approved by Consent)**

D. Approval of Purchases

- i. Simformotion dba Cat Simulators CHS, LLHS, & VHS CTE Program 31200 Public Schools Capital Outlay HB 505**

Mr. Bennett asked if they could have a discussion or explanation on what it was. Dr. Osowski stated that they could occur once they had a motion and a second.

Mr. Bennett moved, and Mr. Vickers seconded to approve Item #12. APPROVAL OF FINANCE COMMITTEE ITEMS (Meeting Held January 16, 2024)* Approval of Purchases - Simformotion dba Cat Simulators CHS,

LLHS, & VHS CTE Program 31200 Public Schools Capital Outlay HB 505 as submitted.

12. FINANCE COMMITTEE ITEMS (Meeting Held January 16, 2024)*

D. Approval of Purchases (Continued)

i. Simformotion dba Cat Simulators CHS, LLHS, & VHS CTE Program 31200 Public Schools Capital Outlay HB 505 (Continued)

Dr. Kettler asked Interim Chief Academic Officer, Jessica Montaña, and Chief Finance Officer, Sandy Traczyk, to the podium.

Dr. Osowski said she'd like to start with if they could please provide the wonderful and detailed explanation about what it was, and how students would benefit. It was just terrific, so she wanted the public to hear about this opportunity.

Ms. Montaña thanked them and said there was a push in both high school and post-secondary for virtual and simulated experiences for students. What it actually was, it would be one in each of our high schools and it was a simulation that simulated three construction heavy equipment machine, so a bulldozer, a backhoe loader, and an excavator. Those three specifically went across several trades. What it was, it gave an opportunity for students to experience what it was like to run heavy equipment. They were going with Cat, and it had its own training that came with the purchase. When students leave high school, they would have an opportunity to leave with a certificate from caterpillar. Industries were using these simulators right now in their own training, so our students had this opportunity to come into industry with a certification that industry already recognized.

One of the things that was the benefit of that was it was a low-risk environment for students to be able to explore as well. So, for example, right now, they had students who were doing internships, job shadows, but they were not allowed to get on machines, not allowed to be on work sites, because they were not old enough, so they didn't get the same experience. They would get the experience with this. What they planned to do was use it for not just one specific class but it would be in a lab

environment at each of our high schools, so that meant any student, regardless what class they were registered in, would have an opportunity to have that experience and also to gain those certificates.

12. FINANCE COMMITTEE ITEMS (Meeting Held January 16, 2024)*

D. Approval of Purchases (Continued)

i. Simformotion dba Cat Simulators CHS, LLHS, & VHS CTE Program 31200 Public Schools Capital Outlay HB 505 (Continued)

Dr. Osowski was given confirmation that depending if a student wanted to, let's say excavating. There would be different simulations for them to do. Evaluations might be different or terrain was different, so they went through each one of the modules and they would get that certificate for that module. She was given further confirmation that students could participate in all or multiple simulators because each one of those pieces of equipment had different modules.

Ms. Traczyk discussed the funding for the CTE which came from three awards from Public School Outlay Fund. She confirmed that the funding did not come from operational funds.

Discussion ensued regarding the number of students who were interested in the program. during which Ms. Montaña stated that they didn't necessarily have a number, but they were trying to build up their CTE programs, and one of the things they were trying to do was introduce things to students even prior to coming into high school so, so they knew those options were there. Right now, they were working with eighth graders and they had VR experience with transfer VR, which was a career virtual reality where students got to experience different careers. Maybe they wanted to work on a car, so they could virtually work on a car, or maybe they wanted to do health careers. There was a simulation in there where they did surgery on a knee, so it got them into health careers. Their eighth grade students were able to look at the different careers and when they went to sign up for classes in high school, they kind of knew, from doing some of that automotive stuff, She added that someone might never have thought about taking automotive because she was a girl or had never been

around cars and now they had that confidence to move into that. She said that she hoped that, as they continued to build on their virtual reality and their CTE classes, and through the simulation, that they could get more kids involved in that.

12. FINANCE COMMITTEE ITEMS (Meeting Held January 16, 2024)*

D. Approval of Purchases (Continued)

i. Simformation dba Cat Simulators CHS, LLHS, & VHS CTE Program 31200 Public Schools Capital Outlay HB 505 (Continued)

Mr. Vickers and Mr. Talley led discussion regarding training, coaching, instructional materials, the length of the subscription, as well as, how long it would take to receive everything. Ms. Traczyk and Ms. Montano explained that they would get a year's subscription for the curriculum and instruction piece and there were three different levels that they offered. For the first year, it was incorporated in the first purchase that they would get the max amount of curriculum, which included one of their own instructors, who would help guide our instructors on things. As they moved throughout different years, they wouldn't need that same level of curriculum, so the price did decrease with each year. They did have different funding sources that they would be able to use to support that including Carl Perkins and Next Gen, which were part of their CTE funding and it was a minimum cost. Again it was just for the curriculum, which was the highest level of curriculum, which they offered and which came with their instructors, and the equipment was ours. Ms. Montano added that when she spoke with the vendor in December, he said if they purchased it on that day, they could probably have it in our possession by the end of February. They were looking at anywhere between 30-60 day setup was what they'd told them. With this money, they had to have it in their possession by June 30 of our fiscal year. A brief discussion ensued regarding the size, during which Ms. Montano explained that once they put the screens out, it was 8-foot by 5-foot.

Dr. Kettler stated he, along with UNM-VC Chancellor and Belen Schools' Superintendent, had discussed what programs they could offer towards certification for industry. They would be attending a meeting set up by Victoria Archuleta, the economic development person for the development of Los Lunas with industry and

that their hope for that meeting was to identify the top three to five areas of need in terms of employment and what skills and certifications went with that.

12. FINANCE COMMITTEE ITEMS (Meeting Held January 16, 2024)*

D. Approval of Purchases (Continued)

**i. Simformotion dba Cat Simulators CHS, LLHS, & VHS CTE Program 31200
Public Schools Capital Outlay HB 505 (Continued)**

Dr. Kettler stated that, from that point, the hope was that UNM-VC could implement, maybe beginning in the fall, the top three areas of need. The programs would be those that students could specifically register for in order to gain industry certifications and then adding more after that.

Mr. Bennett led discussion on various career options. Dr. Kettler stated that they had talked about plumbing, electrical, and HVAC, but at this time, that was not on the radar for them.

Mr. Bennett stated that with that being said, was it possible at the VC campus, if they had automotive at Valencia High School, was that something they (UNM-VC) could tie into and get certification for people going to VC campus? After school hours type thing? Dr. Kettler stated that they had not looked at that or discussed that. There were lot of things that had to fall into place with that partnership with UNM-VC, number one, was an application process. Number two, the Board would have to approve that and number three, the PED would have to accept that application as it was written. They hadn't gotten far enough down the road to say they'd offer students from UNM-VC after hours. There would be joint use agreements and MOUs and all kinds of things that would have to be worked out. For right now, it hadn't been a discussion. He was not saying it could be. Not saying it couldn't be. Mr. Bennett stated that he just saw added potential there.

Dr. Kettler stated that often time what he'd experienced in his 25 years in education was that district would say they offered CTE courses but there was no certification at the end of that for students. All they'd done was give them a sampling of what it

would be like or what it meant and they would graduate and have to go and almost start over.

12. FINANCE COMMITTEE ITEMS (Meeting Held January 16, 2024)*

D. Approval of Purchases (Continued)

i. Simformotion dba Cat Simulators CHS, LLHS, & VHS CTE Program 31200 Public Schools Capital Outlay HB 505 (Continued)

There were no certifications, so he was excited about this, and if it was approved, it would be one step closer to graduating from high school, being able to walk on to a job site and say, hey, I'm Caterpillar certified in an area. He added that he would like to add across the nation, CTE programs that offered industry level certification was one of the indicators that students identified in terms of being connected to their schools and wanting to complete those processes and course requirements and the other things, so they successful graduate on time.

Dr. Osowski stated that the other thing in academic literature about CTE courses especially for students who would be first-time graduates in their homes was this was more than just a diploma. It was a diploma with some power because now those students were prepared to enter the workforce and there was a sense of pride that of course should be accompanying this. In Ohio, they had moved to offer quite a few CTE programs and CTE certification, and Ohio scored significantly higher than New Mexico. She was particularly interested because she would like to see the benefit for the students, and she applauded the Cabinet for looking into this and finding a high quality program with a reputable, national level company with a national level certification program.

In response to questions from Mr. Bennett and Mr. Talley, Ms. Montaña, discussed specifics of the contracts which included a 36-month unlimited warranty on it. She added that she knew simulators were just coming on to the scene. The first time she became aware of them was in 2020, so that was fairly new and fairly recent. She couldn't tell them that the machines would last five to ten years. She did know software would probably be updated. It was a new adventure for them.

12. FINANCE COMMITTEE ITEMS (Meeting Held January 16, 2024)*

D. Approval of Purchases (Continued)

- ii. Simformotion dba Cat Simulators CHS, LLHS, & VHS CTE Program
31200 Public Schools Capital Outlay HB 505**

There being no further discussion, Dr. Osowski called for a vote regarding Item # 12. D. ii. FINANCE COMMITTEE ITEMS Approval of Purchases Simformotion dba Cat Simulators CHS, LLHS, & VHS CTE Program 31200 Public Schools Capital Outlay HB 505 with the following results: Mr. Vickers - yes; Ms. Otero - yes; Mr. Talley – yes; Mr. Bennett – yes; and Dr. Osowski – yes. Motion regarding Item # 12. D. ii. passed: 5/0.

- iii. Play!, LLC SE Canopy Shelter 24330 ESSER III
(Approved by Consent)**

**E. Approval of General Contract: Award of Mini-Bid IFB#2024-003-HR for 2024 E-Rate Category 2 Network Equipment for Los Lunas Schools to Ardham Technologies
(Approved by Consent)**

F. Approval of Construction Contracts

- i. Hansen & Prezzano, for SE Canopy Shelter Installation 24330 ESSER III
(Approved by Consent)**

- ii. Tri-West Fence LLC, for Special Services Fencing & Gate 31200 Public
Schools Capital Outlay HB 505 (Approved by Consent)**

- iii. A-Com Technologies, for Special Services Parking Lot Fencing 31200
Public Schools Capital Outlay HB 5 (Approved by Consent)**

- iv. Stoven Construction, for VMS Secure Vestibule Additional Services
31167 Bond (Approved by Consent)**

**G. Approval of MOU Between Teresita's Learning Center 2 & Los Lunas Schools for
Early Childhood Provider (Approved by Consent)**

12. FINANCE COMMITTEE ITEMS (Meeting Held January 16, 2024)* (Continued)

**H. Approval of Resolution No. 24-002 S. Avis-Labus - Amber's Apparel LLC
(Approved by Consent)**

**I. Approval of Amended MOU Between All Faiths Children's Advocacy Center and Los Lunas Schools for SY 2023-24
(Approved by Consent)**

13. NEW BUSINESS: Board Member Requests for Topics for Upcoming Board Work Sessions and/or Board Meetings

Dr. Osowski noted that this item was for items board members would like to see on upcoming meetings or work sessions. She asked the board members if they had anything they'd like to be added.

Mr. Vickers stated that he would like to have a work session or something to explain what they were going to do with the phase out of ESSER Funds, how that impacted operational funds, and all the ins and outs of that. They had people on staff on those funds that they were losing so what were they going to do about and how were they going deal with that.

Dr. Osowski stated that she had provided in an email to Dr. Kettler a list of potential topics for work sessions . One of those, Dr. Kettler and she'd had a brief opportunity to have a couple of conversations, one of course was some detailed work and detailed presentations in terms of the New Mexico Vistas data, and they had an agreement with that. The other was for the Public Schools Finance rankings for them to understand what that meant and the implications of those rankings in terms of, definitely for the strategic plan, and also for spending plans moving forward. She'd also asked for the possibility of a work session to help them understand how they were addressing students with special needs who had severe issues as she'd received some concerns for those students and wanted to investigate it at a higher level and flesh it out.

14. ANNOUNCEMENT OF MEETINGS

Dr. Osowski stated that took them to Item #14. ANNOUNCEMENT OF MEETINGS. She added that, as allowed by the NM Open Meetings Act and the District’s Open Meetings Resolution, on occasion, a quorum of the board members would attend the same function, including those held at school sites, as well as, sports functions, conferences, workshops, and trainings, including site activities and ceremonies. Dr. Osowski stated that board members would refrain from discussing and/or acting on LLS Board issues in those settings. In addition, only official meetings were published, and if other meetings were scheduled, they would be announced in accordance with the Open Meetings Act.

Dr. Osowski noted that with the changes made to the number of meetings, there would be some changes to the dates of meetings. A brief discussion ensued during which Dr. Kettler asked for the addition of a work session to be held prior to the board meeting on the 20th. He noted that there would be several upcoming items for discussion at work sessions and he would like to block off two hours prior to the next board meeting to begin addressing them.

Dr. Osowski then announced the following meetings:

- February 1-3, 2024 NMSBA 2024 Board Member Institute
Hilton Hotel and Santa Fe Convention Center
100 Sandoval St. /201 W. Marcy Street Santa Fe, New Mexico 87501
(*Quorum in Attendance*)
- February 13, 2024 Finance Committee Meeting CO Board Room 3:00 pm
- February 20, 2024 Board Work Session CO Board Room 3:00 – 5:00 pm
- February 20, 2024 Regular Board Meeting CO Board Room 6:00 pm

Dr. Osowski stated that before she called for a motion to adjourn, she would ask the board members to remain seated for a few moments after the meeting as they had signatures that they needed to obtain.

Dr. Osowski stated that she had four small shout outs she wanted to do. First of all, the Board of Education would like to congratulate and give a shout out to a student at Valencia High School, Cohen Ahner. Cohen had earned a spot representing them in the Junior Olympics for shooting sports as part of the New Mexico Civilian Marksmanship. He shot a winter air gun in Colorado Springs. The winter air gun competition was the second part of trials. He finished sixth in his age group.

The coach for the New Mexico Civilian Marksmanship Program is Eric Headland and the 4H representative that helped to participate in the coaching activities. The coach anticipated at least one team of four from Los Lunas High School would join Cohen at the state championship that would be held in Dr. Kettler's old stomping grounds, Rio Rancho, February 23 and 24. Other students from Valencia County that they were sending their support and best wishes to were students from SODA and Valencia High School. The USA shooting Junior Olympics will be in Colorado Springs April 10-12, so stay tuned.

Dr. Osowski stated that she'd noticed that Mr. Eric Tiger, principal of Los Lunas High School, and Coach Greg Henington on the were named best principal and best coach respectively. She had not met Mr. Tiger yet nor Mr. Henington, but she had fond memories of Mr. Henington's father and his excellence in coaching was part of the Henington's tradition.

Dr. Osowski said she wanted to give a shout out to Jady Montoya from Valencia High School who was acknowledged for scoring 1,000 points in her high school career. Can you imagine how many basketball shots she had shot and made to get 1,000 points? That was a lot of time on the court.

Dr. Osowski stated that some of our Valencia FAA members were recently featured on the national FAA website for their continued efforts to promote New Mexico agriculture in the classroom, which was a key industry for our area, so she wanted to congratulate those young men and women.

Dr. Osowski stated that finally, and the next part was heartwarming and brought tears to her eyes and a swelled and proud heart. Dr. Kettler shared with them a very touching, heartwarming letter he received from an employee from the Department of Veterans Affairs in Albuquerque. The VHS Boys Basketball Team was enjoying a post-game meal at a restaurant in Albuquerque when an elderly woman experienced difficulties navigating out of the restaurant in her walker. The woman fell in the parking lot and members of the boys' basketball team, plus their coach, ran to her aid, helped her regain her composure and assisted her to the bus stop. That was very heartwarming. She thought it was very exciting because obviously, those young men had been raised in very respectful, caring homes and had the character of soon to be very great men, and she wanted to congratulate them. Nicely done.

Mr. Vickers stated that he wanted to mention one thing. The shooting sports. He said he was glad that they were acknowledging them, as well as the basketball player. There were probably people that had achieved great things and they were unaware of it at this point in time, but they wanted to make sure they were acknowledged, so if people were aware of anything else, they'd certainly would like to hear about it. Regarding the Valencia Boys Basketball Team, they had not only gotten the letter from a community member in Albuquerque but it was written up in the Albuquerque Journal on the sports page as one of the top ten things that happened in sports. There were all kinds of kudos to them. They got good press and he thought it emphasized the fact that people were liking us and watching us, and they could make a good impression or bad impression by how they behaved and they passed that test.

Dr. Osowski thanked Mr. Vickers for adding that. She asked if there were other comments?

15. ADJOURNMENT

Dr. Osowski stated that brought them to Item #15. ADJOURNMENT. She then called for a motion to adjourn the meeting.

Mr. Vickers moved, and Mr. Bennett seconded, to adjourn the meeting.

15. ADJOURNMENT (Continued)

Dr. Osowski stated that she had a motion from Mr. Vickers and a second from Mr. Bennett to adjourn the meeting. She asked if there was discussion.

Mr. Talley told Dr. Osowski that he appreciated the comments that she'd made. However he thought that it deviated from the agenda. He added that he didn't think that not following the agenda was appropriate. He thought it was a great when they had those comments but he thought perhaps, he didn't know if there was a better place, if they knew ahead of time, because he thought it was important that they stuck to the agenda. He reiterated that he it was great that they recognized students and wondered if there was appropriate place for it.

**There being no further discussion, Dr. Osowski called for a vote with the following results:
Mr. Vickers -yes; Ms. Otero - yes; Mr. Talley – yes; Mr. Bennett - yes; and Dr. Osowski- yes.
Motion to adjourn the meeting passed: 5/0.**

The meeting was adjourned at 8:02 pm.

Approved this 20th day of February 2024.

**Dr. Michelle Osowski, Board President
Justin Tally, Board Secretary**

ksw