

**MINUTES**  
**BLOOMFIELD SCHOOL DISTRICT BOARD OF EDUCATION**  
**REGULAR BOARD MEETING**  
**Tuesday, March 19, 2024 (6:00 PM)**

---

**ROLL CALL**

**BOARD MEMBERS PRESENT:** Dale Maes  
Tony DeHerrera  
David Salcido  
Sue Finch

**BOARD MEMBERS ABSENT:** Ben Woody, Jr.

**SUPERINTENDENT:** Dr. Kimberly Mizell

**ALSO IN ATTENDANCE:** See Sign-In Sheet

**1.0 CALL TO ORDER**

**1.1 Invocation, Pledge of Allegiance to the Flag and Determination of Quorum**

The Bloomfield School District Board of Education held a board meeting on Tuesday, March 19, 2024 at 6:00 p.m., in the Administration Building Boardroom, 325 N Bergin Lane, Bloomfield, NM 87413. A determination of a quorum was made followed by the invocation and Pledge of Allegiance.

The meeting was called to order at 6:05 p.m.

**2.0 MEETING AGENDA**

**2.1 Approval of Meeting Agenda**

The meeting agenda was reviewed with no changes noted.

**Recommendation:** Superintendent recommends approval of the current meeting agenda

**ORIGINAL - Motion**

Member (**Tony DeHerrera**) Moved, Member (**Sue Finch**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of the current meeting agenda'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dale Maes      Yes  
Tony DeHerrera      Yes  
David Salcido      Yes  
Sue Finch      Yes

**3.0 CONSENT AGENDA**

**3.1 Approval of Consent Agenda to include Previous Meeting Minutes and Travel Requests**

Minutes from February 13, 2024 Regular Board Meeting.

Travel Requests:

- \*March 19-22, 2024: NMASBO Spring Budget Workshop, Albuquerque, NM
- \*June 11-12, 2024: NMPSIA 2024 Regional Training, Santa Fe, NM
- \*July 15-19, 2024: Math Teacher Leader Network Professional Development, Espanola, NM

\*July 18-19, 2024: Math Teacher Leader Network Professional Development, Espanola, NM

\*July 22-26, 2024: Math Teacher Leader Network Professional Development, Espanola, NM

**Recommendation:** Superintendent recommends approval of the consent agenda.

**ORIGINAL - Motion**

Member (**Sue Finch**) Moved, Member (**Tony DeHerrera**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of the consent agenda'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dale Maes      Yes  
Tony DeHerrera Yes  
David Salcido    Yes  
Sue Finch        Yes

## **4.0 BUSINESS CONSENT AGENDA**

### **4.1 Approval of Business Consent Agenda**

Business Consent Agenda includes Budget Increase, Decrease, Transfer and Maintenance BARs for February 2024.

**Recommendation:** Superintendent recommends approval of the Business Consent Agenda

**ORIGINAL - Motion**

Member (**David Salcido**) Moved, Member (**Sue Finch**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of the Business Consent Agenda'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dale Maes      Yes  
Tony DeHerrera Yes  
David Salcido    Yes  
Sue Finch        Yes

## **5.0 SUPERINTENDENT'S REPORT/DISCUSSION**

### **5.1 Report & Discussion of District Activities - Dr. Mizell**

Dr. Mizell provided a typed report detailing District maintenance, athletics and personnel updates to Board Members during the Board workshop. She mentioned the District has started air raiding fields for irrigation. Including moving forward with several safety measures at Mesa Alta Jr. High and Bloomfield High School by installing cameras and bulletproof film for the windows. New doors have been installed to secure the buildings, includes rekeying the lock for better security. HVAC systems upgrades will be scheduled once the units are shipped and delivered. Also waiting on engineers to provide plans to build an FFA barn and facilities. Dr. Mizell stated these are just several projects that are a work of a District that make the District a great place to learn.

## **6.0 PRESENTATIONS**

### **6.1 District Safety - Mr. Washburn**

Board president Dale Maes turned the floor over to Cliff Washburn who presented a PowerPoint presentation on Bloomfield Schools Safety. Mr. Washburn mentioned each school is required to have Safe Schools Plan which is sent to PED for approval. Failure to submit the plan can and will effect District funding. Each plan is about 200 pages. The Safe Schools Plans sections include, the introduction which includes maps, phone lists, staff capacities and plan revisions. The prevention health and prevention/mitigation to include access control, facilities assessment, SRO, hazard assessment, behavioral threat assessment and capacity assessment. Drill requirements are required by law that each school conduct drills in the first four weeks. Drills include 1 evacuation drill, 1 shelter in place drill/active shooter drill and 2 fire drills. Drill must be reported to the state to ensure compliance. Mr. Washburn also mentioned how to initiate and run a command for the following situations, evacuation/relocation, shelter in place, lock down/active shooter, medical emergencies, fire hazards, hazardous materials, bomb threat, explosion, fallen aircraft, missing student or special events. He mentioned steps to take in an emergency. During a fire drill, students and staff are trained not to evacuate at the sound of

the alarm. Shelter in place requires that everyone be brought into the facilities to protect from outside threats. While inside the building, it is business as usual. Evacuations simulate the full evacuation of school facilities. School buses can stage for students to load onto and evacuate out of. Provide student training to practice bus evacuation. The administrative hold is a new procedure this year, where we lockdown movement of students and staff to allow administrators to address a situation or incident. These incidents may include a medical emergency, law enforcement action, and a student needing special services or failing to comply. A lockdown occurs when there is an actual or perceived threat of violence or harm to staff or students. Recent studies have shown negative effect on the mental and emotional wellbeing of students during these drills. Mr. Washburn mentioned he reports back to the state the drill schedule of each school and also what's working and not working. The report should also reflect the things we are doing wrong. Incident Command Systems (ICS) training is required for all employees. This training outlines, the roles and responsibilities of each position in the incident command system to include incident commander, operations, planning, safety, finance and logistics. He also mentioned we train in incident command so we can function in a unified command to include fire, police, city; utilities, roads, waterworks, businesses; oil and gas, transportation. Each year every employee is required to take the Active shooter training that is provided through training by POMS and Associates, the Bloomfield Police Department and Mr. Washburn. The recovery plan for Bloomfield Schools contains the Reunification Process. Reunification establishes a plan and training whereas the schools district would travel to McGee Park for supplies and resources are staged in preparation for such an event. He also mentions that Bloomfield Schools participate in the Say Something Anonymous Reporting. Training and resources for SSAR include every year students and staff at Mesa Alta, BHS and CYB receive training on the Say Something Anonymous Reporting System. Supplies are order for each school to keep students are of the accessibility of the system. The system is monitored 24/7. Mr. Washburn briefly review the 2023 SSAR tip summary. Year to date SSAR tip summary for 2023 was 72. The total number of tip follow ups is 547. The average number of follow ups to each tip is 7.5. Each tip is addresses and followed up before closing the tip. Tip factors include bullying, weapons, illegal drugs, prescription drugs, alcohol. Cannabis, hate/discrimination and social media. Bloomfield Schools to collaborate with Discovery Education to introduce Proactive Prevention, over the counter and prescription medications, to elementary schools. Mr. Washburn mentioned part of his job is the Title IX Investigator. Investigations of a criminal matter are investigated by the police but also the district initiates their own investigation. Title IV investigations occur when there is a complaint alleging gender based discrimination, harassment, or inappropriate conduct. Mr. Washburn thanked Dr. Mizell, James Olivas and all school principals for their help.

### **6.2 BHS Wrestling Recognition - Mr. Maes**

Board president Mr. Maes turned the floor over to Mr. DeHerrera who then recognized the BHS boys wrestling team for winning the NM State tournament. He also thanked the coaching staff for all their hard work and dedication to wrestling. Mr. DeHerrera also recognized the two, two-time state champions, Hunter Samora and EJ Johnson. Each wrestler was recognized by name and weight.

## **7.0 INFORMATION FOR THE BOARD**

### **7.1 Bloomfield Association of Classroom Teachers (BACT)**

No BACT Representative present.

### **7.2 National Education Association (NEA - Bloomfield)**

No NEA Representative present.

### **7.3 Public Commentary**

The Bloomfield School District Board of Education welcomes public comments during its regular board meetings to offer suggestions on topics relevant to the Bloomfield Schools District. Topics may include suggestions for improving district services, policies, items currently on the meeting agenda, and etc. Citizens who wish to speak during Board of Education meetings should register with the administration office by noon the day preceding the meeting by completing the Request to Address Board form. Your request must be confirmed before your name will be placed on the list of possible speakers.

We received two public commentary requests, from Breinna Thompson and Andrea Camp. Both individuals had four minutes to speak. Both Mrs. Thompson and Mrs. Camp spoke on school safety and reporting process at Bloomfield High School.

## 8.0 ACTION ITEMS

### 8.1 Approval to Award Legal Services RFP to Holcomb Law and Cuddy and McCarthy

Award Legal Services RFP to Holcomb Law and Cuddy and McCarthy

**Recommendation:** Superintendent recommends approval to award Legal Services RFP to Holcomb Law and Cuddy and McCarthy

**ORIGINAL - Motion**

Member (**Tony DeHerrera**) Moved, Member (**David Salcido**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval to award Legal Services RFP to Holcomb Law and Cuddy and McCarthy'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dale Maes Yes

Tony DeHerrera Yes

David Salcido Yes

Sue Finch Yes

### 8.2 Approval to Increase Mileage Reimbursement Rates from .40 to .55

Request to increase mileage reimbursement rates from .40 to .55. IRS mileage rates set up to 100% of the federal rate of .66.

**Recommendation:** Superintendent recommends approval to increase the mileage reimbursement rate from .40 to .55

**ORIGINAL - Motion**

Member (**David Salcido**) Moved, Member (**Tony DeHerrera**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval to increase the mileage reimbursement rate from .40 to .55'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dale Maes Yes

Tony DeHerrera Yes

David Salcido Yes

Sue Finch Yes

### 8.3 Approval of BHS FFA Donation from Stotz Equipment

Stotz Equipment to donate \$7,500 for BHS FFA materials and supplies.

**Recommendation:** Superintendent recommends approval of Stotz Equipment donation to BHS FFA.

**ORIGINAL - Motion**

Member (**Sue Finch**) Moved, Member (**Tony DeHerrera**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of Stotz Equipment donation to BHS FFA'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dale Maes Yes

Tony DeHerrera Yes

David Salcido Yes

Sue Finch Yes

### 8.4 Approval of BECC Donation from Greater Houston Foundation

Greater Houston Community Foundation donated \$3,500 to BECC for field trips and year end activities.

**Recommendation:** Superintendent recommends approval of Greater Houston Foundation donation to BECC.

**ORIGINAL - Motion**

Member (**Tony DeHerrera**) Moved, Member (**David Salcido**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of Greater Houston Foundation donation to BECC'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dale Maes Yes

Tony DeHerrera Yes

David Salcido Yes  
Sue Finch Yes

### **8.5 Approval of District Athletic Handbook Policy Updates**

District Athletic Handbook Policy Updates. Updates previously discussed at the February 13th Board Workshop. Three versions of the behavioral expectations of student athletics. The updated version selected will be updated in the policy.

**Recommendation:** Superintendent recommends approval of District Athletic Handbook Policy Updates.

#### **ORIGINAL - Motion**

Member (**David Salcido**) Moved, Member (**Sue Finch**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of District Athletic Handbook Policy Updates'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dale Maes Yes  
Tony DeHerrera Yes  
David Salcido Yes  
Sue Finch Yes

### **8.6 Approval of Fundraiser Requests**

Fundraiser Requests:

- \*Bloomfield High School
  - FFA: Annual Fish Fry -Class of 2027: Candy Sucker Sales
  - Foods/Math/Business Class: Asian Food Sales
  - BHS Band: Fan Cloth

**Recommendation:** Superintendent recommends approval of the Fundraiser Requests

#### **ORIGINAL - Motion**

Member (**Tony DeHerrera**) Moved, Member (**Sue Finch**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of the Fundraiser Requests'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dale Maes Yes  
Tony DeHerrera Yes  
David Salcido Yes  
Sue Finch Yes

### **8.7 Approval of Activity Requests**

Activity Requests:

- \*BHS Band - Band Music Performance Assessment, Bloomfield, NM
- \*BHS Guidance - CTE National Signing Day at San Juan College, Farmington, NM
- \*BHS Guidance - Junior Day at San Juan College, Farmington, NM
- \*Blanco Elementary - Albuquerque Zoo, Albuquerque, NM
- \*Naaba Ani 4th Grade - Field Day at BHS, Bloomfield, NM
- \*Naaba Ani 5th Grade - Field Day at BHS, Bloomfield, NM
- \*Naaba Ani 6th Grade - Field Day at BHS, Bloomfield, NM
- \*Central Primary Busy Bee Pod - Salmon Park and Splash Park, Aztec, NM

**Recommendation:** Superintendent recommends approval of the Activity Requests

#### **ORIGINAL - Motion**

Member (**Sue Finch**) Moved, Member (**Tony DeHerrera**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of the Activity Requests'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dale Maes Yes  
Tony DeHerrera Yes  
David Salcido Yes

Sue Finch Yes

### **8.8 Approval of District Wide Visually Impaired Teacher**

The Visually Impaired Teacher is only providing one day a week of services. Due to the increase in Visually Impaired students, three days a week of services is needed. The last two years there was 5 students who needed VI services, this year there are 11 students.

**Recommendation:** Superintendent recommends approval of the District Wide Visually Impaired Teacher

#### **ORIGINAL - Motion**

Member (**Tony DeHerrera**) Moved, Member (**David Salcido**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of the District Wide Visually Impaired Teacher'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dale Maes Yes

Tony DeHerrera Yes

David Salcido Yes

Sue Finch Yes

### **8.9 Approval of Additional CTE Courses at BHS**

Additional CTE Courses to be added at BHS to complete CTE pathways.

**Recommendation:** Superintendent recommends approval of Additional CTE Courses at BHS

#### **ORIGINAL - Motion**

Member (**David Salcido**) Moved, Member (**Tony DeHerrera**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of Additional CTE Courses at BHS'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dale Maes Yes

Tony DeHerrera Yes

David Salcido Yes

Sue Finch Yes

### **8.10 Approval of Additional HR Specialist**

Additional fulltime employee needed for HR support. The inception of the Human Resources Department at Bloomfield School District was 24 years ago. The main function was to provide contracts, personal leave, extended leave of absence, federal compliance, training, recruitment, records management, performance evaluations and etc. Human Resources employee relation legal work has increased by 40% in fiscal year 2024. Six lawsuits requiring 90 total days for each lawsuit at a minimum, at the most two lawsuits a year.

**Recommendation:** Superintendent recommends approval of Additional HR Specialist.

#### **ORIGINAL - Motion**

Member (**Tony DeHerrera**) Moved, Member (**Sue Finch**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval of Additional HR Specialist'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dale Maes Yes

Tony DeHerrera Yes

David Salcido Yes

Sue Finch Yes

## **9.0 EXECUTIVE/CLOSED SESSION**

**9.1 Convene to Closed Session. Pursuant to NMSA 1978, §10-15-1 H(2) the Bloomfield Schools Board of Education will take action to go into Closed Session to address limited personnel matters. No action will be taken in Closed Session. Action, if any, will be taken when the Board reconvenes in Open Session following the Closed Session.**

Authority to conduct a Special Meeting is found in NMSA 1978, §10-15-1 through 10-15-4, of the New Mexico 'Open Meetings Act'.  
No closed session was called for.

## 10.0 RECONVENE TO OPEN SESSION and POSSIBLE ACTION

**10.1 Reconvene to Open Session. As required by Section 10-15-1(J) of the 'Open Meetings Act': The only matter discussed during the closed session was limited personnel matters.**

Having no closed session, no reconvening was called for.

## 11.0 ADVANCED PLANNING

### 11.1 Upcoming Events:

- \*March 20-22, 2024 - NMSBO Spring Budget Workshop
- \*April 2, 2024 - NMSBA Region I Meeting
- \*April 9, 2024 - Board of Education Meeting

## 12.0 ADJOURNMENT

### 12.1 Approval to Adjourn Current Board Meeting

**Recommendation:** Superintendent recommends approval to adjourn the current board meeting.

#### **ORIGINAL - Motion**

Member (**Sue Finch**) Moved, Member (**Tony DeHerrera**) Seconded to approve the **ORIGINAL** motion 'Superintendent recommends approval to adjourn the current board meeting'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dale Maes      Yes  
Tony DeHerrera      Yes  
David Salcido      Yes  
Sue Finch      Yes

Meeting was adjourned at 7:20 p.m.

---

Board Member Signature	Title	April 9, 2024 Date Approved
------------------------	-------	--------------------------------