The following are minutes for the meeting of the Las Cruces Partnership for Community Schools Board meeting held at 1:30 p.m. on March 14, 2019 in the Conference Room 3310, on the third floor of City Hall, 700 N. Main, Las Cruces, NM.

MEMBERS PRESENT:
Acting Chairman Greg Smith, Councilor District 2
Councilor Kasandra Gandara, District 1
Councilor Yvonne Flores, District 6
Wendi Miller-Tomlinson, LCPS Associate Superintendent for Curriculum
Terrie Dallman, LCPS Board Vice President
Maria Flores, LCPS

MEMBERS ABSENT:

OTHERS PRESENT:
Jill Rockhill, QoL Senior Office Manager - Recording Secretary
Lynn Gallagher, QoL Director
David Dollahon, Assistant City Manager - Operations
David Greenberg, LCPS Community Schools
Mary Parr Sanchez, LCPS

I. CALL TO ORDER (1:30 PM): Acting Chairman Smith called the meeting to order. A quorum was established.

II. APPROVAL OF MINUTES 2-28-19

The minutes of the 2-28-19 meeting were reviewed by members. Board Member Dallman moved to accept the minutes as presented. Seconded by Board Member Gandara. All approved.

III. ACTION ITEMS

a. Appointment of Board Chairman

Acting Chair Smith opened the floor for nominations for Chairman. Board Member Gandara nominated Councilor Greg Smith. Seconded by Terrie Dallman. All approved.
b. Appointment of Vice-Chair

Chairman Smith opened the floor for nominations for Vice-Chairman. Board Member Gandara nominated Wendi Miller-Tomlinson. Seconded by Board Member Terrie Dallman. All approved.

c. Additional Voting Member Invitations

Chairman Smith introduced Mr. Greenberg to open the discussion on the topic. Mr. Greenberg presented a list of invitees to the members. The Joint Powers Agreement allows for six additional voting members from three different entities: NMSU, Non-Profit Community, and NEA-Las Cruces. The list contained names of individuals for consideration. Mr. Greenberg recommended the Board discuss the names and approved to send invitations out to those names agreed upon for the next meeting. Two out of three members from each party need to vote to approve each additional Board Member. The names presented were:

- NMSU, Dr. Susan Brown – Interim Dean of College of Education; Mr. Dollahon inquired if Dr. Brown was being invited as her capacity as Interim Dean, and if a new dean was selected, they would be the person on the Board, or is Dr. Brown as an individual. Chairman Smith asks for a nomination to invite Dr. Brown as a representative of NMSU. Vice-Chair Miller-Tomlinson moved to approve Dr. Brown as an individual for consideration; second by Board Member Dallman. All approved; An invitation will be sent.

- Dr. Stacy Gherardi is a researcher on the topic of community schools and involved in the work at Lynn Middle School Community School. She may be re-locating to Albuquerque. Chairman Smith asks for a nomination to invite Dr. Gherardi as a representative of NMSU. Board Member Gandara moved to approve Dr. Gherardi as an individual for consideration; second by Vice-Chair Miller-Tomlinson. All approved. An invitation will be sent.

- Bryan Cavanaugh, Families, Youth, Incorporated. Mr. Cavanaugh has been largely involved in the community school effort. Mr. Dollahon mentioned the City has a specific contractual relation with FYI and the City provides funds to FYI that supports programs and initiatives. Chairman Smith asks for a nomination to invite Mr. Cavanaugh as a representative of non-profit Community. Board Member Gandara moved to approve Bryan Cavanagh as an individual for consideration; second by Vice-Chair Miller-Tomlinson. All approved. An invitation will be sent.

- Ashley Echavarria, Executive Director of Boys and Girls Club of Las Cruces. Board Member Gandara stated that Ms. Echavarria is a great support and provides great mentoring. Chairman Smith asks for a nomination to invite Ms. Echavarria as a representative of non-
profit Community. Board Member Gandara moved to approve Ashley Echavarria as an individual for consideration; second by Board Member Flores. All approved. An invitation will be sent.

- Denise Sheehan, President NEA-Las Cruces, and Beginning Teacher Induction Program Facilitators. She used to teach at Booker T. Washington Elementary School. Chairman Smith asks for a nomination to invite Ms. Sheehan as a representative of NEA-Las Cruces Community. Board Member Dallman moved to approve Denise Sheehan as an individual for consideration; second by Board Member Flores. All approved. An invitation will be sent.

- Amanda Barel, NEA-Las Cruces. Ms. Parr Sanchez reported that Ms. Barel is a social worker and teaches courses at NMSU. She is very adept at working with the LGBTQ community and is very familiar with community schools. Chairman Smith asks for a nomination to invite Ms. Barel as a representative of NEA-Las Cruces Community. Board Member Dallman moved to approve Amanda Barel as an individual for consideration; second by Board Member Miller-Tomlinson. All approved. An invitation will be sent.

Board member Gandara inquired what the terms are for these appointees and how were the names selected. Mr. Greenberg reported that there is no specific guidance in the by-laws in terms of which individuals to select. The by-laws were modified to direct the Board to appoint the members instead of the entities (NMSU, Non-profit, etc.). Ms. Dallman added that the JPA and the by-laws specify that members shall be appointed by a process of each of the members.

Mr. Greenberg presented a draft of the letter of invitation for the Board to review. Board Member Dallman recommended soliciting the invitees to notify the Board is they have any potential conflicts of interest. Board Member Gandara recommended asking for a letter of interest and/or resume. The Board discussed further the letter of invitation to serve, additional voting members and non-voting members processes. Chairman Smith directed Mr. Greenberg to go forward with sending out the letters as discussed.

IV. DISCUSSION ITEMS:

a. Finalizing Bylaws

Chairman Smith asked Mr. Greenberg if there was additional work on the by-laws. Mr. Greenberg stated that a mission statement was specified in the Joint Powers Agreements (JPA). The mission statement that was discussed at the previous meeting could be captured as a vision statement, and then maintain the mission statement laid out in the JPA. The words
“Scale, Support and Sustain” capture the essence of what the Board is about. The Board was agreeable to the presentation.

Further by-laws review included: Article V, Section 2—“The Board may also accept the responsibility to administer school-based programs.” the question if this is accurate based on the JPA, or if it should be reflected to say “The Board may also approve or recommend...” Mr. Greenberg provided more background about how the Albuquerque Board is set up. The Board discussed. Chairman Smith asked Board Member Gallagher to review the entire paragraph and rework. Board Member Dallman recommended that the paragraph be removed in its entirety. Board consensus was to strike the paragraph.

Ms. Parr Sanchez asked if there was going to be an Executive Director and its relationship to the Board. Mr. Greenberg reported that there is a reference to staff in the by-laws, but there is not a section specifically addresses staff. The Board discussed further. Ms. Parr Sanchez reported that the School District has volunteered to be the fiscal agent. The Board looked at Section 6 – Officers considering the positions of Recording Secretary and Executive Director. Or the positions could be created in Section 8 – Contracting. Ms. Gallagher stated that the Board has more flexibility with scopes of work, duties and responsibilities, etc., using Section 8 for creating those roles. Ms. Gallagher also recommended as the Recording Secretary as an Officer, as it keeps the Board organized and identifies process and communications. Also Ms. Gallagher asked that under Section 6, Article V, Special Meetings, the Board consider allowing telephonic or virtual meetings.

Ms. Gallagher recommended the Board read and review the March draft of the by-laws, and then the approval of the by-laws will be an action item at the next meeting.

Board Member Flores remarked that Section 8 is unclear. The Board had consensus that that it be removed.

b. NEA Community School Convening
Chairman Smith introduced Ms. Parr Sanchez to discuss. Ms. Parr Sanchez reported on the Community School Convening which was held and hosted by Mr. Greenberg and Mr. Kyle Serrette from NEA National. There was a good discussion on the topic of best practices of community schools. Ms. Parr Sanchez would like that topic added to the agenda for the next meeting. Mr. Greenberg mentioned that Board Member Dallman and Councilor Flores were in attendance. The Board discussed further.

c. Topics for Future Meetings
   i. Action Items - Finalizing By-Laws
ii. Discussion: Best Practices

iii. Discussion: Shared Values

iv. Discussion: Budgeting

Ms. Parr Sanchez reported that the new national NEA President would be visiting Las Cruces in May 14 and requested a meeting with the Board for that day. Mr. Greenberg recommended it be more flexible right now.

V. Set Next Meeting Date – April 11, 2019, 1:30 p.m. in Conference Room 2007C.

V. ADJOURN

Chairperson

[Signature]

April 11, 2019

Approved