The following are minutes for the meeting of the Las Cruces Partnership for Community Schools Board meeting held at 1:30 p.m. on April 11, 2019 in the Conference Room 2007C, second floor of City Hall, 700 N. Main, Las Cruces, NM.

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

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
Amanda Barela, NEA Las Cruces
Stacy Gherardi, NMSU
Denise Sheehan, LCPS – President, NEA Las Cruces
Ashley Echavarria, CEO Boys and Girls Club Las Cruces
Brian Kavanaugh, CEO FYI
Angie Carreon, Executive Assistant to Mr. Kavanaugh
Susan Brown, Interim Dean of College of Education NMSU

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

II. APPROVAL OF MINUTES 3-14-19
The minutes of the 3-14-19 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. Approval of Additional Party Board Members
Chairman Smith introduced Mr. Greenberg to open the discussion on the
topic. Mr. Greenberg summarized the discussion and actions the Board
took at the last meeting i.e. approving a letter that was an invitation to six
addition voting board members. The Joint Powers Agreement allows for six
additional voting members from three different entities: NMSU, Non-Profit
Community, and NEA-Las Cruces. All the individuals invited have accepted
the invitation and were present at the meeting. The invitation requested a
resume and any potential conflicts of interest. Two disclosures (Boys and
Girls Club, and Families and Youth) were received regarding ongoing work
with Lynn Middle School, the first community school in Las Cruces.
Chairman Smith asked for a motion to accept the whole slate of nominees
or move through the nominees one by one. Board Member Miller-
Tomlinson moved to accept the whole slate. Second by Board Member Ms.
Flores. All approved.

b. Approval of By-Laws

Chairman Smith introduced the Draft Operating Procedures, Las Cruces
Partnership for Community Schools, and asked Mr. Greenberg for
introductory comments. Mr. Greenberg reported that staff took feedback
from the Board and made those edits — adding the vision state, in addition
to the mission statement. The by-laws were sent out to the new board
members for their review. Ms. Gallagher noted that one of the discussions
from the last meeting was regarding the appointment of members — under
the "Officers" section a recording secretary was to be added. It was
determined that because the Board has the authority already — rather than
identifying in By-Laws a specific position as a Recording Secretary. Mr.
Kavanaugh inquired if proxies was address in the by-laws. Ms. Parr
Sanchez supported having proxies. Chairman Smith recommended
approving the By-Laws and then as there is a better sense of amendments
are necessary, they be addressed as they arise. Councilor Gandara moved
to table the approval of the By-Laws to the next meeting. Second by
Councilor Flores.

c. Appointment of Staff

Chairman Smith introduced Mr. Greenberg, who deferred to Ms. Gallagher.
Ms. Gallagher noted that the Joint Powers Agreement (JPA) and draft By-
Laws allow for the Board to select certain staff members to performs certain
duties and functions for the Board. There are some functions that Mr.
Greenberg and Ms. Rockhill perform that are important to delineate. The
meeting packet contained a sheet with the two items:

1. LCPCS Coordinator David Greenberg duties and
   assignments;

2. Jill Rockhill Staff Recording Secretary duties and
   assignments;
Chairman Smith asked for a motion to approved the appointment of staff as delineated on the Appointed Staff Duties. Moved by Board Member Councilor Flores and seconded by Board Member Councilor Gandara. All approved.

IV. DISCUSSION ITEMS:

a. Committee Formation

Chairman Smith introduced Ms. Parr Sanchez to discuss. Mr. Greenberg presented the "Las Cruces Partnership of Community School Committees" document. Mr. Greenberg requested that after discussion of the document at this meeting he requested the document be an action item to appointment members to committees at the May meeting. There will be four different committees: Policy and Practice; Finance and Resource Development; Communication and Community Engagement; and Evaluation.

The current by-laws state that the Chair shall appoint the members and chairs of committees, subject to the approval of the Board. The Chair of each committee must be a voting board member. Chairman Smith asked for expression of interest and background from the board members of committees they wished to be of service. The Board discussed the various committees. Chairman Smith requested all the Board Members review the Committees and the functions before the next meeting and communicate with Chairman Smith any interest of serving on certain committees.

b. Next Steps for Interested Community Schools

A list of 13 schools interested in becoming community schools was distributed in the packed. Chairman Smith stated that all the schools listed already expressed an interest. Chairman Smith introduced Mr. Greenberg for additional comments from those interested and the next actions. Mr. Greenberg reported that the Community Schools Act was signed by the New Mexico Governor in early April and thanked everyone for their support. Request for Proposals will come out within the next few months. Mr. Greenberg recommended begin the process of narrowing down on behalf of which schools the RFPs would be submitted. There will be another discussion on sources of funding available now. The Board discussed the criteria schools need to show readiness and other information needed for preparing for responding to the RFP. Chairman Smith recommended the schools be placed in a matrix with more school specific data. Board Member Gandara recommended some strategic planning – objectives and strategies. Board Member Gandara also recommended that school selection criteria be developed. The Board discussed further.

c. Potential Sources of Funding for Additional Community Schools
Ms. Gallagher stated she believed this is work that needs to be vetted through the Finance Committee. One item—a proposal for the City of Las Cruces to fund the Partnership. In order to do that, a signed letter is needed (formal request from the LCPCS Board) from the Chairman to be submitted to go before City Council. That letter will need to be voted on at the next meeting. Chairman Smith directed that to be an action item for the next meeting.

V. Set Next Meeting Date—May 9, 2019, 1:30 p.m. in Conference Room 2007A.

VI. ADJOURN

[Signature]

Chairperson

May 9, 2019

Approved