

**NEW MEXICO SCHOOL FOR THE BLIND & VISUALLY IMPAIRED**  
**BOARD OF REGENTS REGULAR MEETING**  
**MAY 20, 2015**  
**Albuquerque, NM**

*These minutes reflect the actual order of business, not necessarily the order of the agenda.*

*(Draft – Subject to approval by the NMSBVI Board of Regents)*

**I. Call to Order, 10:03 am, Wednesday, May 20, 2015**

The regular meeting was called to order by President Christine Hall at 10:03 a.m., Wednesday, May 20, 2015. Board members present: Christine Hall, Alicia McAninch, Cathy Gray and Alfred Sena. Staff present: Superintendent Linda Lyle; Margie Macias, Director of Institutional Support Services; Danette Fuller, Director of Student Support Services; Veronica Hernandez, Director of Human Resources; and Brenda Holmes, Director of Student Services. Sylvia Hartley, Director of Business & Finance participated via telephone until after the Business and Finance portion of the agenda. Kimber Kniffin– Administrative Assistant to the Superintendent was recorder.

**II. Pledge of Allegiance.**

The Pledge of Allegiance was led by **Regent Gray**.

**III. Introduction of Guests.**

The graduates of the ECP Campus were in attendance and presented songs to the Board of Regents.

**IV. Announcements – Board Comments.**

**Christine Hall** – Wished everyone a good morning. She stated that it is always a pleasure to be at the ECP, but this week is even more exciting due to the graduations, both at the ECP and on the Alamogordo Campus. She stated that she would like to speak first this morning in order to share the great news of NMSBVI being named the “Top Medium sized Workplace in New Mexico” by the Albuquerque Journal and Workforce Solutions, out of the top 40 who were named from over 200 nominated businesses. She shared that we were also given the honor of having our Superintendent: Linda Lyle be named #1 in Best Leadership. She mentioned the luncheon where Superintendent Lyle gave the keynote speech and how proud we are to have Superintendent Lyle and the recognition of the school. **President Hall** shared that Superintendent Lyle gave a wonderful speech in which she introduced all of the attendees of the luncheon from around the State to our school and the children we serve, bringing awareness to the wonderful work being done in all aspects of our organization and the needs of the blind community. Superintendent Lyle also shared a wonderful video during her speech, created by Beth Lyle, of the students and teachers at NMSBVI. **President Hall** also shared the beautiful plaque given to NMSBVI as recognition of this honor. **Superintendent Lyle** stated that we would have a copy of it made to put at the Alamogordo Campus to be shared by all. **President Hall** stated that she will miss John Williams as he has been a fixture at these meetings and has been supporting the Board since she was appointed to it, and provided that same support to the Board for many years before that. His retirement will leave a hole that will be tough to fill. She congratulated Danette Fuller on her retirement and expressed gratitude for all that she has done for NMSBVI.

**Alicia McAninch** – Wished everyone a good morning. She wished the school Congratulations for the honor given by the Albuquerque Journal. She stated that she is happy to be at the Early Childhood Program (ECP) site for this meeting and is excited about attending both graduations this week.

**Regent McAninch** also stated that she is sad that this is the final meeting for two key staff who have been attending these meetings and providing support. John Williams has provided exceptional support to the Board of Regents for over 15 years and he will be missed as he heads into retirement. Danette Fuller has filled a number of key roles at NMSBVI and has been part of the schools leadership since she arrived at our school. Her dedication and support to the school and the board will also be greatly missed. She wished them both a fulfilling retirement and thanked them for their service to the students, parents, and staff.

**Alfred Sena** – Wished everyone a good morning. He congratulated NMSBVI on the wonderful and well deserved recognition. He stated that he is also very happy to be at the ECP for this meeting and is excited to attend the ECP graduation on Thursday, and Residential Campus graduation on Friday. He shared that his son had his high school graduation this week as well which brought the importance of this event to light to himself. He echoed the sentiments expressed by **Regent McAninch** regarding the departure of John Williams and Danette Fuller. He also expressed his gratitude to all of the NMSBVI staff who are retiring at the end of this school year, and thanked them for their years of service.

**Cathy Gray** – Wished everyone a good morning. She also congratulated everyone on the honor of being chosen “Best Workplace”. She stated that she is also excited about the graduation ceremonies on both campuses and is very happy that she is able to attend them and meet the graduates at the dinner in their honor as a member of the Board of Regents. She thanked John Williams for his work in getting her appointed to the NMSBVI Board of Regents and stated that she only wishes she had more time to work with him. She also thanks Danette Fuller for the loyalty to our students and school during her time at NMSBVI. She wished both a happy retirement.

After the Regent’s comments the video shown at the Award Luncheon mentioned by **President Hall** was shown to the Board of Regents and all those in attendance at the Board Meeting.

- V.     **A.     Public Input.**  
          There was no one present for public input.
- B.     Parent Input.**  
          There was no one present for parent input.

**VI.     Board Activities**

- A.     **Agenda.**  
          **President Hall** asked if there were any revisions to the presented agenda. **Regent Sena** mentioned that there is one necessary change to the heading which read Thursday instead of Wednesday. The rest of the date was correct. The change was made to the Agenda.  
          **Superintendent Lyle** stated that Regent Sena needs to depart the meeting early, so she asked the Board’s indulgence as we rearrange agenda items to allow Regent Sena’s participation in key discussions. The Board was in agreement with rearranging the agenda as necessary.

**UPON A MOTION by Regent McAninch, seconded by Regent Gray, the Board moved to approve the agenda for the May 20, 2015 Regular Meeting of the NMSBVI Board of Regents, as revised. (carried unanimously)**

- B.     **Minutes, Regular Meeting of April 23, 2015.**  
          **President Hall** asked if there were any corrections to the presented minutes. There was one correction brought to attention on page 2 in the comments by Christine Hall, President Hall pointed out that the NFB of NM “Banquet” should be changed to NFB of NM “Convention.” The changes will be made to the minutes.

**UPON A MOTION by Regent McAninch seconded by Regent Sena, the Board moved to approve the minutes of the Regular Meeting of April 23, 2015, as amended. (Carried unanimously)**

- C.     **Superintendent’s Report.**  
          **Superintendent Lyle** reviewed the contents of her presented Superintendent’s Report. She stated that she had nothing to add to them. Following her report Superintendent Lyle stated that she would be happy to answer any questions that the Board may have. There were no questions.

**VII. Business and Finance.**

**A. Investment Reports – March 2015.**

**Sylvia Hartley** reviewed the contents of the Investment Reports for March 2015. Following her review she stated that she would be happy to answer any questions that the Board may have. There were no questions.

**B. Statement of Net Assets – March 2015.**

**Sylvia Hartley** reviewed the contents of the Statement of Net Assets for March 2015. Following her review she stated that she would be happy to answer any questions that the Board may have. There were no questions.

**C. Statement of Cash Flow – March 2015.**

**Sylvia Hartley** reviewed the contents of the Statement of Cash Flow for March 2015. Following her review she stated that she would be happy to answer any questions that the Board may have. There were no questions.

**D. Board Chart– March 2015.**

**Sylvia Hartley** reviewed the contents of the Board Chart – March 2015. Following her review she stated that she would be happy to answer any questions that the Board may have.

**UPON A MOTION by Regent McAninch, seconded by Regent Gray, the Board moved to approve the March 2015 Financial Reports, as presented. (Carried unanimously)**

**E. Quarterly Financial Report Certification – period ending March 31, 2015.**

**Sylvia Hartley** presented the Quarterly Financial Report Certification for the Board's review and approval. The New Mexico Higher Education Department (HED) requires the quarterly submission of this report. She reviewed the contents of the report and stated that she would be happy to answer any questions that the Board may have. There were no questions.

**UPON A MOTION by Regent Sena, seconded by Regent McAninch the Board moved to approve the Quarterly Financial Report Certification for the period ending March 31, 2015, as presented. (Carried unanimously)**

**F. Budget Adjustment Requests – Instructional Materials.**

**Sylvia Hartley** presented Budget Adjustment Requests for the Board's review and approval. She reviewed the contents of the requests for adjustments for instructional materials. Following her review she stated that she would be happy to answer any questions that the Board may have. There were no questions, however Regent Sena and the Board did express concern that NMSBVI, as well as other school districts receive so little funding for state textbooks and supplies when the need within the schools is so large.

**UPON A MOTION by Regent Gray, seconded by Regent McAninch the Board moved to approve the Budget Adjustment Request – Instructional Materials, as presented. (Carried unanimously)**

**G. Foundation Report.**

**Regent McAninch** provided the Board with a report of the recent work of the NMSBVI Foundation which included a meeting with the NMSBVI Board of Regents to discuss the future direction of the Foundation, fundraising, and an increased focus on advocacy for NMSBVI. Following her report she stated that she would be happy to answer any questions that the Board may have. There were no questions.

**VIII. Executive Session.**

10:52 a.m. to 1:25p.m., May 20, 2015.

**UPON A MOTION** by Regent McAninch, seconded by Regent Sena, the Board moved to enter into Executive Session at 10:52 a.m., Wednesday, May 20, 2015, in accordance with Section 10-15-1 of the New Mexico Open Meetings Act to discuss: Limited Personnel Issues; Confidential Student Information; Legal Issues; 12 Month Employee Contract Renewals; and Superintendent's Evaluation/Superintendent's Contract Renewal. Participating will be Regents Hall, McAninch, Gray and Sena, Linda Lyle, Superintendent, and Veronica Hernandez, Director of Human Resources. Roll call vote: Regent McAninch – aye, Regent Sena – aye, Regent Gray – aye, Regent Hall – aye.

**UPON A MOTION** by Regent Gray seconded by Regent Sena the Board moved to come out of Executive Session at 1:25 p.m., Wednesday, May 20, 2015, in accordance with Section 10-15-1 where they discussed: Limited Personnel Issues; Confidential Student Information; Legal Issues; 12 Month Employee Contract Renewals; and Superintendent's Evaluation/Superintendent's Contract Renewal. Roll call vote: Regent McAninch – aye, Regent Sena – aye, Regent Gray – aye, Regent Hall – aye.

**UPON A MOTION** by Regent McAninch, seconded by Regent Sena the Board moved to approve the 12 Month Employee Contract Renewals, as presented. (Carried unanimously)

**UPON A MOTION** by Regent McAninch, seconded by Regent Gray the Board moved to approve the contract renewal for Superintendent Linda M. Lyle for the period July 1, 2015 through June 30, 2018, as presented. (Carried unanimously)

**IX. Major Focus – Meet the ECP Graduates.**

The Board of Regents and school administration were introduced to the 2015 Early Childhood Program graduates and instruction staff.

**X. Policies & Procedures.**

**A. Revision to NMSBVI Policy 503, Student Injury Management System.**

**Superintendent Lyle** presented a revision to Policy 503 for the Board's review and approval. This policy was revised to reflect key staff titles. Following her review of the revisions she stated that she would be happy to answer any questions that the Board may have. There were no questions.

**UPON A MOTION** by Regent McAninch seconded by Regent Sena the Board moved to approve the revision to NMSBVI Policy 503, as presented. (Carried unanimously)

**B. Revision to NMSBVI Policy 517.9, Anti-Bullying.**

**Superintendent Lyle** presented NMSBVI Policy 517.9 for the Board's approval. She stated that there are no recommended revisions to this policy. It is presented to the Board on this agenda as it is due for the 3 – 5 year review. Following her review of the policy she stated that she would be happy to answer any questions that the Board may have. There were no questions.

**UPON A MOTION** by Regent Sena, seconded by Regent McAninch the Board moved to approve the review of NMSBVI Policy 517.9, as presented. (Carried unanimously)

**C. Revision to NMSBVI Policy 517, Reporting Suspected Abuse and Neglect.**

**Superintendent Lyle** presented NMSBVI Policy 517 for the Board's review and approval. She stated that this policy was revised to include a requirement that in cases of suspected sexual abuse, when the first investigative agency arrives, NMSBVI will immediately request a SANE assessment for the student. Following her review she stated that she would be happy to answer any questions that the Board may have. There were no questions.

**UPON A MOTION by Regent McAninch seconded by Regent Gray the Board moved to approve the revision to NMSBVI Policy 517, as presented. (Carried unanimously)**

**D. Revision to NMSBVI Policy 522.2, Wellness – Nutrition.**

**Superintendent Lyle** presented a revision to NMSBVI Policy 522.2 for the Board's review and approval. She stated that this policy was revised to reflect that NMSBVI has opted out of the USDA program and that we follow established nutrition guidelines other than those established by the USDA. Our guidelines also now focus on reductions in sodium. Following her review she stated that she would be happy to answer any questions that the Board may have. There were no questions.

**UPON A MOTION by Regent Gray seconded by Regent McAninch the Board moved to approve the revision to NMSBVI Policy 522.2, as presented. (Carried unanimously)**

**XI. Other Items.**

**A. Personnel Report.**

**Superintendent Lyle** reviewed the contents of the presented Personnel Report. Following her review she stated that she would be happy to answer any questions that the Board may have. There were no questions.

**B. Program Updates.**

**Danette Fuller** shared that they have 9 new students starting in the fall. They have 5 more potential students who could start after the beginning of the year. There are 4 students graduating, one of which is moving away. There are also 5 students scheduled for short term placement. **Brenda Holmes** reported that they would be doing home visits next week. Also, that the Science Lab is ready to go and they have received a grant from PED for the life skills program. **Superintendent Linda Lyle** stated that she and Cheryl Petree went to Hobbs to work on the MOU for the prison program and ended up teaching the first braille class. Beverly Naylor, Laura Thompson, Cheryl Petree and Superintendent Lyle will be working on this project. They will go back on July 22<sup>nd</sup> to complete the MOU and to begin teaching braille to the inmates. They expect to have two classes of students at the prison. Following their presentations they stated that they would be happy to answer any questions that the Board may have. There were no questions.

**C. Strategic Plan Update.**

**Superintendent Lyle** presented an update to the NMSBVI Strategic Plan. **Superintendent Lyle** reported that she had a meeting with the Strategic Plan Leaders in May, at which they decided to plan a meeting for all school leadership on August 6<sup>th</sup> from 10am to 2pm on the Residential Campus to revisit the Strategic Plan and then allowing those leaders to articulate the plan to the rest of the staff. Following her comments, **Regent McAninch** replied that she was happy that Superintendent Lyle does this. **Regent Hall** and **Regent McAninch** stated that they would like to attend the Strategic Planning Meeting on August 6<sup>th</sup>. Following her presentation Superintendent Lyle stated that she would be happy to answer any questions that the Board may have. There were no questions.

**D. Capital Projects Update.**

**Margie Macias** reviewed the contents of the presented Capital Projects Update. This reviewed included: Watkins Education Center (New WEC) Project; Health Services and Jack Hall Buildings Renovations; and Recreation Center/Ditzler Auditorium Renovations and Old Watkins Education Center Renovations. She added to the report that the Design Team, Flooring Manufacturers and the Flooring installers had a visit to inspect the problems with the floors in the new building and found it to be installed incorrectly. They will meet to discuss a plan for replacement of the flooring in the next few months. The design team will lead this. She also reported that the proposals for the renovation of Jack Hall and Health Services were due yesterday and they only received one proposal. She reported that the Playground work at the ECP will begin on May 26<sup>th</sup>. Following her review she stated that she would be happy to answer any questions that the Board may have. There were no questions.

**XII. Information to the Board.**

**A. Board Meeting Schedule.**

According to the 2015-2016 Board Meeting Calendar the next Regular Meeting of the NMSBVI Board of Regents is scheduled for Thursday, July 23rd at the Early Childhood Program site. The Board asked **Superintendent Lyle** to schedule a special telephonic board meeting in June with the school's attorney.

**B. Report of Revenues and Expenditures – March 2015.**

There were no questions.

**C. Correspondence/Newspaper Articles.**

There were no questions.

**D. Supplementary Packet.**

**1. Activity Fund Checklist – April 2015**

There were no questions.

**2. General Fund Checklist – April 2015**

There were no questions.

**XIII. Meeting Adjourned at 1:50 p.m., Wednesday, May 20, 2015.**

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**Christine Hall, President  
NMSBVI Board of Regents**

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**Linda M. Lyle, Superintendent**