The following are minutes for the meeting of the Las Cruces Partnership for Community Schools Board meeting held from 1:30-3:00 p.m. on September 12, 2019 in Conference Room 2104 inside Public Works, second floor of City Hall, 700 N. Main, Las Cruces, NM.

MEMBERS PRESENT:
Chairman Councilor Greg Smith, District 2
Vice Chair Wendy Miller-Tomlinson, LCPS Assoc Supt for Curriculum
Councilor Yvonne Flores, District 6
Councilor Kasandra Gandara, District 1
Maria Flores, LCPS Board
Amanda Barela, LCPS
Brian Kavanaugh, CEO FYI, Finance Chair
Denise Sheehan, LCPS – President, NEA Las Cruces
Susan Wightman Brown, Interim Dean of College of Education NMSU
Stacy Gherardi, NMSU (attending telephonically)
Julianne Lackey, Non-Voting Member

MEMBERS ABSENT:
Terrie Dallman, LCPS Board Vice President
Ashley Echavarria, CEO Boys and Girls Club Las Cruces

OTHERS PRESENT:
Karen Trujillo, Interim Superintendent LCPS
Steven Sanchez, Deputy Superintendent for Instruction LCPS
Sylvia Chavez, Community School Coordinator for Lynn Middle School
Maria Zuniga, Community School Coordinator for Dona Ana Elementary
Felicia Herrera, MSW Intern with NMSU
Jane Asche, Raices del Saber Xinachtli Board Member
Lucia Carmona, Raices del Saber Director of Operations & Community Relations
Phil Catanach, Recreation Administrator for Parks & Rec
David Greenberg, Las Cruces Community Schools
Lynn Gallagher, QoL Director
Greg Shervanick, Resident
Jill Rockhill, Sr. Office Manager, Recording Secretary

I. CALL TO ORDER (1:30 PM): Chairman Smith called the meeting to order. He welcomed new Superintendent, Dr. Trujillo and thanked Dr. Sanchez for stepping up when he did. Those present introduced themselves. Chair Councilor Smith advised that Raices is potentially another community school.
II. APPROVAL OF MINUTES 8-8-19

The minutes of the 8-8-19 meeting were reviewed by members. A quorum was established. Lynn Gallagher asked for a clarification on a line item on Page 2, Lines 25-26, that the JPA is silent as to who is the fiscal agent and recommended the board adopt by resolution that LCPS is the fiscal agent. Dr. Sanchez suggested putting the item on the agenda for the October board meeting review by the Board of Education for official adoption. Vice Chair Miller-Tomlinson moved to accept the minutes as presented. Seconded by Dr. Brown. All approved.

III. ACTION ITEMS – None.

IV. DISCUSSION ITEMS:

   Mr. Kavanaugh, Finance Committee Chair, said the committee met a few weeks ago and discussed the budget for the application that was submitted. They decided to wait to see how much money is awarded, what requirements are put forth in the contract, and whether LCPS will need to report on a monthly or quarterly basis. The board may want to receive a copy of the report that is submitted to the PED. Districts should be notified by September 30 of any more applications. Board Member Flores asked how much money was applied for by LCPS. A $150,000 implementation grant for three years for Lynn Middle School. Three, $50,000 planning grants were sought as a consortium by Booker T., Dona Ana, and McArthur Elementary Schools. Another application submitted for Las Cruces will be toughed on in another agenda.

b. Raices del Saber Xinachtli. Ms. Jane Asche said this is a new charter school that opened this year. Their intention is to be a community school. They applied for a $50,000 planning grant and want to work in conjunction with the Partnership. They will move into a building renovated by FYI soon. Ms. Carmona said Raices reported it took three years for the school to develop in partnership with many community organizations. It is a Spanish and English-speaking school, using indigenous knowledge and ethnic studies. They want to be a model for K-5 education and contribute to the community. Mr. Greenberg said that the committee could find ways to include representatives of Raices, whether as a becoming non-voting member, or being invited to professional development opportunities.

c. Rotating Board Meetings. Mr. Greenberg thanked Ms. Gallagher for the idea to hold meetings in City facilities or in the schools. Dr. Sanchez thought that would be good for board members to experience the community school settings. Chairman Smith said they would pursue having meetings at different locations.
d. **Committee Breakout Sessions:** Mr. Greenberg gave some guidelines for the breakout sessions. He said that the Community School Coordination Team was here, and one person from the team would join each committee for the breakout session. Action items would be collected, and the Team would meet afterwards to discuss. The Policy and Practice Committee Members each have a worksheet for notes on ideas around state policy and a visit from Duke University the first week in October. The Finance Committee will look at liability insurance and applying for the Federal Community Schools Grant (up to $40,000.00 was voted through by the House, waiting to see how the Senate votes). The Results and Evaluation Committee was to discuss how to measure progress. The Communication and Community Engagement Committee was to discuss ideas for student logos submitted by Lynn Middle School.

e. **Committee Reports:** Each committee reported on immediate procedural tasks and substantive tasks and next steps for their committee.

- **Policy and Practice Committee:** Board Member Barela reported that the committee looked at how the state could support community schools in the next session, and suggested that throughout the state, everyone use consistent language. They identified professional development for district staff would be helpful. Ms Barela noted the importance to incorporate equity-based language, and a standardized needs assessment in order to collect baseline data, which may increase the ability to obtain Federal funding. The Committee will look at how Albuquerque is collecting data. The Committee inquired if community schools are in the ESA Plan? The plan will need to be reviewed to determine. Mr. Greenberg suggested a document exchange with the ABC Community Schools Partnership to form joint policy recommendations. The state Community Schools Coalition is a good starting point.

- **Finance and Resource Development Committee:** Board Member Kavanaugh reported that the committee agrees they need liability insurance, but under the Joint Powers Agreement, they may be protected. He will follow up with an insurance professional to get more concrete information. Reviewing the pursuit of funding grants, they will find out by September 30th what they were funded for, how much was awarded, and what it covers and does not cover. In addition, when the additional coordinator is hired, they may or may not be able to utilize some of the vacancy savings from the City for a grant writer or other opportunities. In addition, approaching private investors for more specific asks depends on what they are asking for, which is dependent on the September 30th funding.

- **Results and Evaluation Committee:** Board Member Gherardi joined the committee via telephone. Vice Chair Miller-Tomlinson reported one
conversation on standards of measurement asked, “How do we know community schools are effective, what is the goal, how do we know we’re reaching the goal?” Even though Lynn has been designated a community school for a few years, there have been a lot of starts and stops. This year, they should gather data, like academic achievement, social and emotional wellbeing, and how are families being served? They are looking at their student information system and data visualization software to automate data collection. They looked at a strategic planning logic model from Las Angeles to come up with a handbook for new schools to utilize going forward. They looked at the Philadelphia Guide System Level Indicators, which is a scoring report card looking at different benchmarks. Dr. Sanchez said that with the passage of the Senate Bill 288, the Student Safety Act regarding bullying, there are a lot of good ideas for baseline data collection because they look at school climate and culture.

- **Communication and Community Engagement Committee:** Board Member Councilor Flores reported that they focused on logo development, and they had received phenomenal artwork from students. The logo could be used on stationary and a variety of promotional items. They suggested letting the students at Lynn vote on the logos. Artwork was passed around for comment. Board Member Flores suggested creating a collage poster of the logos to display in different locations. At the selection of the logo event, all participating students could be recognized with possible certificate presentations. Board Member Kavanaugh suggested that they narrow down the artwork to those that are graphically viable. It was suggested that Organ Mountain Outfitters be involved for graphic advice.

- Mr. Greenberg thanked all the guests and congratulated Maria Zuniga, the new Community School Coordinator at Dona Ana Elementary. He said that there is a position posted at Booker T. Washington and requested the members promote. The job code has not been assigned yet.

V. **Tentative Next Meeting Date** – October 10, 2019, 1:30 p.m. location TBD.

VI. **ADJOURN** - Meeting was adjourned at 2:52 p.m.

[Signature]

Chairperson

October 15, 2019

Approved