

**SOUTHWEST REGIONAL EDUCATION COOPERATIVE**  
**Meeting Minutes: SWREC\_Managerial Council**  
**2/2/23 El Dorado Hotel**  
**309 W. San Francisco, Santa Fe, NM**  
**Pinon Conference Room Second Floor**  
**1:30 pm**

1. Call to Order 1:32 pm by Loren Cushman, President

Loren Cushman, Chairman  
 Dr. Steve Lucas-Vice

Roll Call:

- Mike Chavez-Hatch Valley
- Loren Cushman- Animas Schools
- Vicki Chavez- Deming Schools
- Steve Lucas-Lordsburg Schools
- Will Hawkins- Silver City Schools
- Nichole Burgin- T or C Schools

Not Present:

- Jeff Spaletta- Cobre Schools
- Randall Earwood- Reserve Schools

2. Welcome and Introductions - Guest-Tish Zamora, Hatch Valley Middle School
3. Approval of Agenda-Vicki Chavez moved to approve the agenda, seconded by Steve Lucas, unanimously passed.
4. Approval of Minutes- 11/16/22 Will Hawkins moved to approve the minutes of the 11/16 meeting, Mike Chavez seconded, unanimously passed
5. Approval of Fiscal with potential action items

- a) 2<sup>nd</sup> Quarter Budget Reports/Check Listing -No questions from the council

Motion Steve Lucas	Second Mike Chavez	Vote Unanimously passed
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- b) 2<sup>nd</sup> Quarter Revenue Listing No questions.

Motion Will Hawkins	Second Mike Chavez	Vote Unanimously passed
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- c) Current IGA listings - Will Hawkins asked if the Community Schools IGA will cover costs of community schools that were already under the grant. Valerie Brea responded that this IGA is for the 22.23 FY and that most of the budget is for salaries. Nichole Burgin mentioned that two of her schools, Arrey and Hot Springs High School had not received Community Schools award money yet.

Motion Steve Lucas	Second Will Hawkins	Vote Unanimously passed
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6. Executive Session Pursuant to Open Meetings Act, NMSA 1978, 10-15-4
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- a) Personnel matter-personally identifiable information-Council moved to Executive Session at 1:45 pm Motion: Mike Chavez Second: Nichole Burgin
- Loren Cushman-Aye
  - Steve Lucas-Aye
  - Nichole Burgin-Aye
  - Mike Chavez-Aye
  - Will Hawkins-Aye
  - Vicki Chavez-Aye

Returned from Executive Session 1:58pm

only personnel matters were discussed during the executive session.

Motion : Will Hawkins Seconded: Nichole Burgin

- Loren Cushman-Aye
- Steve Lucas-Aye
- Nichole Burgin-Aye
- Mike Chavez-Aye
- Will Hawkins-Aye
- Vicki Chavez- Aye

## 7. Old Business

- a) Schoolzilla/Educlimber—Steve Lucas will view the information about Educlimber and will let Valerie Brea know if Lordsburg Schools is interested in purchasing the product. Nichole Burgin stated that T or C schools would like to continue with Schoolzilla if we can get consortium pricing if other districts are interested in that product.

## 8. New Business with Potential Action

- a) New Position- School Districts Central Office Supports -Valerie Brea asked the council for ideas to include in the job description for this position so that it could be posted. It was agreed that the person should have central office experience, the ability to write applications such as Federal Programs, comparability reports, and grant applications. It was decided that Valerie Brea will consult with other REC directors to get examples of job descriptions they have used and will design a draft description for the council members to provide feedback on before posting the job.

Motion Will Hawkins	Second Steve Lucas	Vote Unanimously passed
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- b) National Conference Attendance for SWREC Staff- Valerie Brea stated that she would like staff members to attend national conferences to learn more about educational innovations and cutting edge research. Vicki Chavez and Will Hawkins stated that the Executive Director may make that decision without the need for council approval. NO vote required.

## 9. Discussion Items

- a) Common Professional Development Day/s 23.24 SY—The board decided to revisit this at the meeting in April, after the legislative session was finished.

