



PVSD Educational Foundation
-Minutes-
Regular Meeting
Sammy J. Quintana Community / Board Room
Tuesday, March 13, 2018

The PVSD Educational Foundation Board of Directors had its regular meeting on Tuesday, March 13, 2018 at 5:30 p.m. at the Sammy J. Quintana Community / Board Room. Vice President Perez called the meeting to order at 5:36 p.m.

1. Roll Call

Roll call was taken by Diahann Cordova, Recording Secretary. The following board members were present at the Call to Order and a quorum was established:

Mrs. Dianne Baros, Secretary
Mrs. Lynda Lujan-Trujillo
Mr. Jeffrey Atencio, Member
Mrs. Martha Trujillo, Member
Gov. Phillip Perez, Vice President

Mr. David Ortiz arrived at 5:42 p.m.

The following board member was excused:
Mr. Mark LeDoux

Also present were the following: Dr. Melville L. Morgan, Superintendent of Schools/Ex-Officio Member, Mrs. Sondra Adams, Associate Superintendent; and Diahann Cordova, Recording Secretary.

2. Agenda

A. March 13, 2018 Regular Meeting

Amendments: Dr. Morgan requested adding an Action Item (6C): Establish a Meeting Start Time of 5:30 p.m.

MOTION TO APPROVE AS AMENDED: Mr. Jeffrey Atencio

SECOND TO MOTION: Mrs. Lynda Lujan-Trujillo

VOTE: 5-0; MOTION CARRIED

3. Minutes

A. February 13, 2018 Regular Meeting

Amendments: Mrs. Lynda Lujan-Trujillo requested a correction to the date of the meeting (page 1 header). No other amendments were made.

MOTION TO APPROVE AS AMENDED: Mrs. Martha Trujillo

SECOND TO MOTION: Mr. Jeffrey Atencio

VOTE: 5-0; MOTION CARRIED

4. Public Comment – No one was present for public comment.

5. Discussion

A. Teacher of the Year

- Dr. Morgan provided an overview of the changes by PED for the Teacher of the Year qualifications. The Board members discussed changing the heading “Selection Criteria” to “Nomination Supporting Information”, and omitting the second checklist box pertaining to principal letter of support as suggested by Mr. LeDoux. Dr. Morgan also provided additional content about the Educational Vita.

B. Scholarships

- Dr. Morgan provided an overview of the subcommittee’s meeting to establish the scholarship criteria. Mr. Atencio and Mrs. Baros also provided input about the process for completing the criteria work.
- The Board discussed their feelings about inclusion for out-of-district students to meet criteria for applying for a scholarship and a process for interviews. The Board members were in consensus for allowing out-of-district students to be considered for a scholarship as long as all the criteria are met.

C. Draft Brochure

- Dr. Morgan provided an overview of the draft brochure and asked the Board to review and edit the language as needed.
- Mrs. Lujan-Trujillo stated that she and her husband would pledge \$250 a semester/\$500 for the school year to assist student teachers with their NMPED Licensure fee. Mrs. Lujan-Trujillo will provide language pertaining to this assistance for the brochure.
- Mrs. Trujillo recommended establishing a mission statement that will assist the Board with coming up with the proper language to align with their mission.

6. Action Items

A. Approval of the Teacher of the Year process

Dr. Morgan recommended approval of the Teacher of the Year process based on the amendments discussed and agreed upon in Item 5A: Heading “Selection Criteria” changed to “Nomination Supporting Information”, omission of the second checklist box pertaining to principal letter of support, and additional content in “Educational Vita” section.

MOTION TO APPROVE AS AMENDED: Mr. David Ortiz

SECOND TO MOTION: Dianne Baros

VOTE: 6-0; MOTION CARRIED

B. Approval of the Scholarship process

Dr. Morgan recommended approval of the Scholarship process based on the discussion in Item 5B.

MOTION TO APPROVE AS PRESENTED: Mrs. Martha Trujillo

SECOND TO MOTION: Mr. Jeffrey Atencio

VOTE: 6-0; MOTION CARRIED

C. Establish Meeting Time of 5:30 p.m.

Dr. Morgan recommended approval for establishing the regular meetings of the Pojoaque Schools Educational Foundation at 5:30 p.m.

MOTION TO APPROVE AS PRESENTED: Mr. Jeffrey Atencio

SECOND TO MOTION: Mrs. Lynda Lujan-Trujillo

VOTE: 6-0; MOTION CARRIED

7. Budget Report

- Dr. Morgan presented an overview of the budget report.
- Dr. Morgan expressed his gratitude to the board members who made contributions to the Educational Foundation.
- Dr. Morgan informed the Board that Wells Fargo Bank requested that the signers need to be present in order to open the Foundation bank account.
- Dr. Morgan requested that Mr. Ortiz and Mrs. Baros coordinate a time with he and Mrs. Ortiz to go to the bank to open the account.

8. Announcements

1. Dr. Morgan requested from the Board members the following information: a written paragraph for the scholarship advertisement, scholarship interview questions, and edits for draft brochure. These items are due to Dr. Morgan by April 3, 2018.
2. The next regular Board of Education meeting is scheduled for Wednesday, March 14, 2018 at 5:30 p.m. in the Sammy J. Quintana Community/Board Room.
3. Dr. Morgan invited the Foundation Board members to provide an update of their work to the Board of Education at the Board of Education meeting on Wednesday, April 11, 2018 at 5:30 p.m.
4. The next regular Foundation Board meeting is scheduled for Tuesday, April 17, 2018 at 5:30 p.m. in the Sammy J. Quintana Community/Board Room.

9. Adjournment

MOTION TO ADJOURN: Mr. David Ortiz
 SECOND TO MOTION: Mr. Jeffrey Atencio
 VOTE: 6-0; MOTION CARRIED

The meeting of the Pojoaque Valley School Educational Foundation adjourned at 6:51 p.m.

Approved Minutes: Pojoaque Valley School District Board of Education

 J. David Ortiz, PVSDEF President

ATTEST: _____
 Dianne Baros, PVSDEF Secretary