

**MINUTES**  
**Capitan Board of Education**  
**Regular Board Meeting**  
**November 18, 2024**

The Board of Education of the Capitan Municipal School met in Regular Session in Room 101 of the Administration Building and virtually at 6:00pm.

**I. Introduction**

1. **Call to Order/ Roll Call** – Mr. Rich, Board President, called the session to order at 6:00pm. Roll Call was taken.

1. **Ascertain a Quorum** – Mr. Rich ascertained that there was a quorum with the following members present:

<b>Dennis Rich</b>	<b>President</b>
<b>Jim Nesbitt</b>	<b>Vice President</b>
<b>Zeke Greer</b>	<b>Secretary</b>
<b>Wes Hacker</b>	<b>Member – Absent till 6:27pm</b>
<b>Dr. Joseph Fraley</b>	<b>Member</b>

Staff attending the meeting in person included *J Vance Lee – Superintendent, Jamie Shepperd – Chief Financial Officer, Shane Shepperd – Transportation/Operations Supervisor, Leslie Shepperd – Administration Assistant, Briana Gibson – Elementary Principal, Vicki Beets – Student Support Services, Karrie Wren – Teacher, Michelle Stearns – Teacher, Jana Shafer – Gifted Specialist/Region 9*

Guests attending in person included *John Sugg, Payton Nez, Jeannine Carrier, Isabella Sugg, Rylie Parson, Leigh Rath, Brayton Mitchell, Warrick Nowell, Kyleigh Betti, Hank Hutcheson, Jewel Joy*

*Guests joining by Google Meets – Debbie Gray - Auditor*

Guests and Staff are given the option to view all meetings virtually on the District YouTube channel.

2. **Pledge of Allegiance** – Mr. Rich led the pledge to the United States Flag and the official salute to the New Mexico Flag.
3. **Prayer** – Dr. Fraley offered a prayer over the meeting.
4. **Approval of Agenda** – Ability to float items within the Agenda (Action)

Mr. Lee recommended the approval to float items within the agenda.

A motion to approve the agenda with the ability to float items within, and move V.B.4 as the first Board Item, was offered by Mr. Greer, seconded by Mr. Nesbitt. The motion passed with a 4-0 voice vote as follows:

**Mr. Rich – Yes Mr. Nesbitt – Yes Mr. Greer - Yes Dr. Fraley - Yes**

5. **Approval of Minutes from the October 21, 2024, Regular Board Meeting**

Mr. Lee recommended the minutes from the October 21, 2024 Regular Board Meeting be approved, as presented. A motion to approve was offered by Mr. Nesbitt, seconded by Mr. Greer. The motion passed with a 4-0 voice vote as follows:

**Mr. Rich – Yes Mr. Nesbitt – Yes Mr. Greer - Yes Dr. Fraley - Yes**

**II. Presentations/Recognitions**

1. Tiger Excellence Student/Staff Recognition – NM Vistas – V. Lee/B. Gibson  
Mr. Lee and Mrs. Gibson presented the Board with information from NM Vistas. Proudly announcing that all 3 schools in our district have a Spotlight School rating. Our students' scores show growth and retaining information in every grade level.
2. Gifted Advisory Committee Presentation – V. Beets/J. Shafer – Mrs. Shafer provided the Board with the guideline and testing expectations for students being considered as Gifted.

3. Tiger Excellence Student Recognition – Capitan FFA – M. Stearns, FFA Advisor  
Mrs. Stearns and the members of the Capitan FFA presented the Board with a slideshow showcasing their trip to Indianapolis, IN for Nationals. Miss Sugg also let the Board know of her duties as State Vice President. Pictures were taken with the Board
4. Tiger Excellence Student Recognition – SkillsUSA – K. Wren  
Mrs. Wren explained the SkillsUSA competition and asked Payton Nez, a winner in this competition, to explain what she had to showcase. Pictures were taken with the Board.

### III. Finance

1. Discussion and Possible Action on the following items:

1. \*Cash Balance Report
2. \*MTD Expenditures in Check Voucher Report
3. \*Payroll Fund Totals
4. \*Budget Adjustment Requests
5. \*Utility Comparison
6. \* Large Donations
7. \* Approval of Consent Agenda Items (ACTION)

Mr. Nesbitt reported he did not see any concerns within the finance reports. Mr. Lee recommended the consent agenda be approved, as presented. A motion to approve the agenda was offered by Mr. Nesbitt, seconded by Mr. Greer. The motion passed with a 5-0 voice vote as follows:

**Mr. Rich – Yes Mr. Nesbitt – Yes Mr. Greer - Yes Mr. Hacker – Yes Dr. Fraley - Yes**

### IV. Public Comment (Limited to 3 minutes per individual or 5 minutes per group and must pertain to posted Board Items) No comments.

### V. Board Items

#### A. Item V.B.4 – Discussion and possible action to approve the final 2022-2023 Capitan Municipal Schools Financial Audit (Discussion/Action)

Mrs. Shepperd and Mrs. Grey presented the Board with the final Audit findings. Mr. Lee recommended the approval of the 2022-23 Audit, as presented. A motion to approve was offered by Mr. Greer, seconded by Dr. Fraley. The motion passed with a 5-0 voice vote as follows:

**Mr. Rich – Yes Mr. Nesbitt – Yes Mr. Greer - Yes Mr. Hacker – Yes Dr. Fraley - Yes**

#### B. Old Business

##### 1. Discussion and possible action regarding CMS Board Policy J-3100/JICI Weapons in School and J-3120/JICI-B Firearms in School - Second Reading (Discussion/Action)

Mr. Lee recommended the Board review the policies stated and advise on how to proceed. The Board agreed with the policy J3100/JICI, as presented. The Board agreed with policy J3150/JICI-B, as presented. A motion to approve was offered by Mr. Greer, seconded by Dr. Fraley. The motion passed with a 5-0 voice vote as follows:

**Mr. Rich – Yes Mr. Nesbitt – Yes Mr. Greer – Yes Mr. Hacker – Yes Dr. Fraley – Yes**

#### C. New Business

##### 1. Discussion and possible action regarding 2025-25 Special Education Handbook (Discussion/Action)

Mr. Lee recommended the approval of the 2024-25 Special Education Handbook, as presented. Ms. Beets explained some changes made for this year. A motion to approve was offered by Mr. Greer, seconded by Mr. Nesbitt. The motion passed with a 5-0 voice vote as follows:

**Mr. Rich – Yes Mr. Nesbitt – Yes Mr. Greer – Yes Mr. Hacker – Yes Dr. Fraley – Yes**

##### 2. Discussion and possible action approving the cooperative baseball with Carrizozo High School (Discussion/Action)

Mr. Lee recommended the approval of the baseball cooperative with Carrizozo High School, as presented. A motion to approve was offered by Mr. Greer, seconded by Mr. Hacker. The motion passed with a 5-0 voice vote as follows:

Mr. Rich – Yes Mr. Nesbitt – Yes Mr. Greer – Yes Mr. Hacker – Yes Dr. Fraley – Yes

3. **Discussion and possible action approving the cooperative softball with Carrizozo High School (Discussion/Action)**

Mr. Lee recommended the approval of the cooperative softball with Carrizozo High School, as presented. A motion to approve was offered by Dr. Fraley, seconded by Mr. Greer. The motion passed with a 5-0 voice vote as follows:

Mr. Rich – Yes Mr. Nesbitt – Yes Mr. Greer – Yes Mr. Hacker – Yes Dr. Fraley – Yes

4. **Discussion regarding CMS Board Policy I-6350/IJNDA School use of Electronic Communication Devices by Students (Discussion Only)**

Mr. Hacker requested more information from neighboring schools on their cell phone policies, steps taken and results. A request was made for consideration of a survey to parents regarding the policy and changes that could be made. Mr. Lee agreed to review information and present it to the Board in December.

VI. **Public Comment (Limited to 3 minutes per individual or 5 minutes per group and must pertain to posted Board Items) – No comments.**

VII. **Superintendents Report – Mr. Lee**

1. **Personnel Update – Secretary position for MS/HS and Educational Assistant, still collecting applications.**
2. **Enrollment Update – 204 – CES, 102 – CMS, 139 – CHS Total is 445**
3. **Tiger Drive Update – still in progress, could be done by January**
4. **Ag Shop HVAC Installation Update – 90% completion as of October 31. Waiting for power supply equipment. Expecting January delivery of remaining equipment.**
5. **Ballfield Scoreboard Installation Update – Should be shipped after Thanksgiving.**
6. **Cummins/Traylor Gyms Floor Refinishing Project (Summer 2025) – The Board was given a print of the new paint details after the floors have been stripped this summer. Both gyms will be waxed during Christmas Break as well.**
7. **SpEd Data – currently 73 students are receiving services. 3.283 FTE over 3 SpEd teachers. This could be up to 3.409 by Christmas. If the need for another SpEd teacher is required, it will be brought to the Board.**
8. **Facility Master Planning Committee will reconvene beginning of 2025.**
9. **GO Bond Discussion for the next year. \$3.5 million, could end of being more, over 4 years needs to be planned out on where it will be used.**
10. **Superintendent Evaluation in January.**
11. **Upcoming Events**
  1. **11/21 – Thanksgiving Lunch**
  2. **11/25-28 – Thanksgiving Break (District Closed)**
  3. **12/12-14/24 – NMSBA Winter Conference, Albuquerque**
  4. **12/23/24-1/2/25 – Christmas Break (District Closed)**

VIII. **New Agenda Items for Next Meeting – Board Members**

IX. **Adjournment** – at 7:54 PM, a motion to adjourn was made by Mr. Nesbitt, seconded by Mr. Hacker. The motion passed with a 5-0 voice vote as follows:

Mr. Rich – Yes Mr. Nesbitt – Yes Mr. Greer – Yes Mr. Hacker – Yes Dr. Fraley – Yes

**APPROVED:**

---

President, Dennis Rich

---

Secretary, Zeke Greer