



Agenda

DATE 4/12/13 TIME 9:37a  
SERVED BY Richard DeMella  
RECEIVED BY [Signature]

**SANTA FE REGIONAL JUVENILE JUSTICE BOARD**

**June 20, 2013**

**5:15 P. M. - 6:15 P.M.**

**CYFD OFFICES**

**1920 FIFTH STREET**

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Introductions of Board Members and Guests
- V. Approval of minutes of May 16th, 2013
- VI. Financial Report – Richard De Mella
  - A. Budget – Detailed Budget and Financial Report
- VII. Committee Reports
  - Program Committee
    - A) Action item: Discussion on Community in Schools and FYRA
    - B) Alternative School update
- VIII. Announcements: Juvenile Honorees (ICM)
- IX. Next meeting July 18th, 2013
- X. Adjournment

**PERSONS WITH DISABILITIES IN NEED OF ACCOMMODATIONS, CONTACT THE CITY CLERK'S OFFICE AT 955-6520, FIVE (5) WORKING DAYS PRIOR TO MEETING DATE.**

# SANTA FE REGIONAL JUVENILE JUSTICE COMMITTEE

## INDEX – JUNE 20, 2013

Cover Page		1
Call to Order and Roll Call	The meeting was called to order by the Deacon Trujillo, Chair, at 5:15 pm, a quorum was present at roll call.	2
Approval of Agenda	<i>Add: Stipend (Incentive Cards) for Tutoring</i>  <i>Mr. Armijo moved to approve the Agenda as amended, second by Ms. Gonzales, motion carried by unanimous voice vote.</i>	2
Introduction of Board Member and Guests	<i>Reflected in Minutes</i>	2
Approval of Minutes May 16, 2013	<i>Ms. Gonzales moved to table the minutes of May 16, 2013 until next meeting, second by Mr. Armijo, motion carried by unanimous voice vote.</i>	3
Finance Report	Informational	3-4
Committee Reports Program Committee (Exhibit A & B)	<i>Ms. Gonzales moved to have the recommendations of the Program Committee be accepted, second by Judge Marlow Sommers; motion carried by unanimous voice vote.</i>	4-5
Change in order of business:	Juvenile Honorees (ICM)  Request from Juan Carlos to be placed on Juvenile Justice Board agenda for next month meeting.	5-7
Committee Reports (cont'd) Alternative School Update Stipend for Tutoring – Incentive Cards	Informational	7-8
Next Meeting	July 8, 2013 and July 18, 2013 <i>Ms. Gonzales moved to schedule a special meeting to review the application on July 8<sup>th</sup> at 12:00 noon and the Tutoring Program for the FY13-14 to be reported on by the Program Committee, second by Mr. Armijo, motion carried by unanimous voice vote.</i>	8

SANTA FE REGIONAL JUVENILE JUSTICE COMMITTEE  
INDEX – JUNE 20, 2013

---

Adjournment	<i>Mr. Armijo moved to adjourn at 6:30 pm, second by Ms. Gonzales, motion carried by unanimous voice vote.</i>	8
Signature Page		8

# MINUTES

---

## SANTA FE REGIONAL JUVENILE JUSTICE BOARD

June 20, 2013

5:15-6:50 P.M.

CYFD OFFICES

1920 FIFTH STREET, SANTA FE, NM

I. Call to Order

The meeting was called to order by Deacon Trujillo, Chair, at 5:15 pm, a quorum was present at time of roll call.

II. Roll Call

**Present:**

Deacon Anthony Trujillo, Chair

Mary Ellen Gonzales

Boni Armijo

Jennifer Romero

Mark Dickson

Mark Caldwell

Judge Mary Marlow Sommers

Deputy Chief William Johnson

Laura Armijo, representing Tommy Rodriguez

**Not Present**

Councilor Bill Dimas

Linda Trujillo

**Others Present:**

Mary Louise Romero, Intensive Community Monitoring Program

Julia Bergen, Director, Community Schools of NM

Richard Lindahl, CYFD, Juvenile Justice Programs (Liaison)

Michelle Armijo, Tutor at Cesar Chavez

Richard DeMella, Staff Liaison

Fran Lucero, Stenographer

III. Approval of Agenda

*Add: Stipend (Incentive Cards) for Tutoring*

***Mr. Armijo moved to approve the Agenda as amended, second by Ms. Gonzales, motion carried by unanimous voice vote.***

IV. Introduction of Board Members and Guests

Students and Guests: (Signed In and introduced verbally) Other's reflected above.

## MINUTES

---

### V. Approval of Minutes May 16, 2013

Ms. Gonzales noted that time should be allowed for Mr. Rodriguez to reflect on his comments, page 6 and asked for deferment of the minutes until next meeting. Other noted corrections by Ms. Gonzales will be provided at the next meeting.

***Ms. Gonzales moved to table the minutes of May 16, 2013 until next meeting, second by Mr. Armijo, motion carried by unanimous voice vote.***

### VI. Financial Report – Richard De Mella

All money will be spent before end of FY. Gender Specific and overhead went to Youth Works, they billed in June; this report reflects transaction through the end of May, 2013. Mary Louise Romero will submit her bill tomorrow. The \$37,500; waiting for a PO from the City to pay the County. \$305 will be spent with Hilda for her program.

Mr. DeMella, by separate e-mail to the Board informed them that they will be receiving \$181,000 from CYFD. The allocations will be made once Arturo sends the documentation. If it is received by next week it is hopeful to be up and running by the end of July.

Mr. DeMella attended a recent meeting and learned that there is approximately \$680,000 available for sites. We had asked for additional money for restorative justice and that was denied by CYFD. It was also noted that Common Ground will receive funding separate from our request. Mr. DeMella asked Arturo how we could apply for that money.

Mr. Lindahl answered that that Common Ground will get funding when the new FY begins. As far as the \$680,000 the State and Juvenile Justice Committee will make the decision on how these funds will be distributed. It will be a very simply application process it will not be an RFP. The application will be issued July 1 and the awards will be issued a week later. It will be available to the continuum sites. If there are counties that want to join the continuum, they can. Some continuums were under-funded and if they can make a case that they need their full funding that will be one possible area that might be funded. If additional detention alternatives are needed they will need to provide strong and set data.

Program Committee needs to look at the programs. Mr. DeMella was asked to provide the Program Committee how much was lost. The Budget Committee will also need to review. The committees should meet as rapidly to do preliminary planning.

The committee will be making a decision by July 15<sup>th</sup>.

Program Committee: 6/24/13 - Monday, 1:00 pm – CYFD office.

Budget Committee: 6/27/13 - Thursday, 3:00 pm – 3<sup>rd</sup> Floor, Federal Building

## MINUTES

---

A special meeting of the Regional Juvenile Justice Board was set for July 8, 2013 at 12:00 noon, Federal Building, third floor conference room.

### VII. Committee Reports

#### Program Committee

(Written report provided – Exhibit A)

The Program Committee met on Thursday, May 31, 2013. Ms. Gonzales stated that the Communities in Schools will be in Cesar Chavez and it doesn't seem reasonable to duplicate this program in one school. The one part of our program that Communities in Schools does not fund is the Tutor. We have two issues, they influence each other but they need to be separate because that is the way it has to be. You will have tutors and the tutor we presently fund at Cesar Chavez would be appropriate or not appropriate at Cesar Chavez?

Ms. Bergen: I don't know the specifics or the qualifications of that person at Cesar Chavez. We work with volunteer tutors, we train them and they are curriculum specific. For example if a classroom needs literacy tutors, we identify those tutors who have that capacity to work with the grade level and we give them training and then they go in to the classroom. They are un-paid but they are trained and work over the school year.

Ms. Gonzales: Is it a pull out program, not after hours?

Ms. Bergen: It can be both. It depends on the intervention plan that we provide for the particular student.

Ms. Gonzales introduced Michelle Armijo who is our Tutor at Cesar Chavez.

Michelle Armijo: I am a Level II Teacher.

Ms. Bergen said that they provide a Site Coordinator at each school who is typically a Social Worker, Health Educator trained person. She/he is responsible to oversee school wide services identified as needing attention by the principal of the school and its leadership team. They also provide case management intervention of which have been identified by the Principal or Leadership Team as high risk needing a broad range of support. It could be academic support, support for the family outside of school and such. Ms. Bergen said that it would be their person potentially working with Michelle.

Mr. Armijo recalled that Mr. Rodriguez had made mention and asked was there another site we were looking to redirect our tutor to? Ms. Gonzales responded that it was the Hopewell Community Center. Mr. DeMella commented that there is a misunderstanding about their expectations, they are seeking staff salaries and rent and we were looking at services we could provide them and partnering to

## MINUTES

---

exchange these services. Mr. DeMella will seek more information from them and report at a later meeting.

Ms. Gonzales sending compliments to the Judge who is always in need of tutors asked if there was a place they could use at the Court House. Judge Sommers said there might be but it would only be before 5:00 pm, it could not be after hours. Judge Sommers asked if the Library could be used.

Michelle Armijo suggested going to the school to do literacy or math programs during the day as a pull-out.

The Chair said that there is still the possibility of these students not being in school.

Judge Sommers said that she does require them to be in school.

The Chair said that this topic of discussion is not an Action Item and asked the Program Committee to continue this discussion on Monday and Judge Sommers will send additional information to Mr. DeMella for discussion.

Ms. Armijo said she is still waiting for direction from Juvenile Justice; there was money that was allocated for her through SFPS that will be available July 1<sup>st</sup>. If we are not following the kids that we were following at Cesar Chavez she did not recommend starting with a new summer school program as these kids are already in summer school.

***Ms. Gonzales moved to have the recommendations of the Program Committee be accepted, second by Judge Marlow Sommers; motion carried by unanimous voice vote.***

Ms. Bergen did provide a packet of information on Community School of New Mexico. (Exhibit B)

Michelle asked if the Site Coordinator position is publicized through SFPS. Ms. Bergen said that the position is publicized through different venues.

### **Change in order of business:**

Announcements: Juvenile Honorees (ICM)

Ms. Romero spoke to the Board and her student guests noting that this Board strongly supports the students and the program. Ms. Romero said she is so proud to be able to work directly with her kids.

Each Student received an award and made one statement as to what they have learned in working with Mary Louis.

# MINUTES

---

## **Presentation by Ms. Mary Louise Romero:**

Victoria Athena Cantwell, SFHS Junior

I learned accountability and made me be more responsible for my actions.

Dillon Trujillo, Graduated from SFHS and attending third semester at UNM  
Mary Louise helped me identify what I wanted to do in college and she taught me to look at kids differently and put me past being judgmental, this class has really changed me.

Angelo Martinez Graduated from the Academy at Larragoite – Attending to Santa Fe Community College, 1<sup>st</sup> semester. One thing I learned from Mary is to believe in myself, and to move forward.

Isabella Maria Trujillo – Graduated from SFHS, attending NMHU in Las Vegas, New Mexico. I learned to set the bar higher, listen from your heart and do not judge based on their appearance.

Ms. Romero thanked the students and their families who were also in attendance and she shared her pride and expressed to each and every one that these individual excelled to reach where they are today and going forward in their futures. The families also deserve a round of applause because they help support the work we do with their kids. Each person has also inspired Ms. Romero! You are being recognized for your courage and willingness to take pride in your education, to create a better tomorrow, for you and your family and bringing it back to our community.

The Juvenile Justice Board had asked for youth representation for the Continuum. Dillon and Isabella will attend the meeting in Ruidoso at the meeting of the continuum.

## **Juan Carlos: (Spoke to the Board)**

One of the results of working with Mary Louise Romero, ICM Program has been the opportunity to with young immigrant kids to explain deferred action.

**DACA Application Process** – Deferred Action for Childhood Arrivals (DACA), an executive order signed by President Obama in June 2012, allows young adults who arrived in the U.S. before the age of 16, under 30 years of age and attended a US high school, to apply for a work permit and a two-year renewable reprieve from deportation.

Juan Carlos: What is the work that Dreamers in Action are doing here in NM and throughout the Country? This endeavor is uniquely led by undocumented youth and is predominantly on college campuses. Juan Carlos explained and gave different examples of students who are being exposed to deportation. Since June



## MINUTES

---

15, 2012 when DACA came to fruition we have all worked together on deferred action. Benefits are the legal protection, a work permit, and a US Social Security number.

Maida Marquez is a good example, she is about to complete her Associates in Criminal Justice and she will go on to NMSU to get her Bachelors Degree.

Ruben: Exemplary soccer individual

Work, be protected and contribute to the community.

Deferred Action Clinic: Juan Carlos said that they have spoken to the Mayor and the Economic Development Department as they plan to organize a big DACA conference at the Geneva Chavez Center in August, 2013. He would like to see the Juvenile Justice Board members and program representatives at this meeting.

Juan Carlos asked to be placed on next month agenda to provide more detailed information on this initiative.

### VII-B. Alternative School update

Richard DeMella: A resolution has been created by the City; it went to Finance and did not get pulled so it will be going to City Council on June 26<sup>th</sup>. Everything is on track as far as I can tell.

Ms. Gonzales asked if Mr. DeMella could describe what he is envisioning.

Mr. DeMella said that this is the one off of airport and it will service 15 kids.

Mr. Caldwell: When you say Airport Road, are you talking about the Ark?

Mr. DeMella, yes, we are talking about the Ark? Not the facility but the Ark.

Mr. Caldwell: "It is not up to me in one place to address that; we have had off-line discussions."

Mr. De Mella: "We are meeting with people high above, right up there and they like it, so I am just letting you know. You may get stuff coming from above."  
(inaudible)

Mr. DeMella: What is going to happen is that we will go before the Santa Fe City Council and then on to the Santa Fe County Commission. We spoke to Commissioner Kathy Holian and she seems very supportive. She directed us to do our due diligence with the City and then come to the County. Nothing is set yet but it is in the making.

## MINUTES

---

Mr. Caldwell: Let me say again it is very small and at a very early stage; and obviously I am not the decision maker. Any and everything I knew about that I expressed and brought forth, that's it.

Chair: That being said, your voice in this process is very important as well.

Mr. Caldwell: Thank you.

VII-C Stipend for Tutoring – Incentive Cards

It was voted that the cards be turned over to the Program Committee. Mr. DeMella will get the cards to Ms. Gonzales, Board Member.

VIII. Next meeting July 18th, 2013

Discussion on date to hold special meeting for the report from the Program and Budget Committee to make recommendation for the request for funding of the \$680,000.

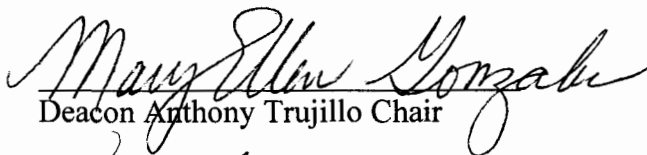
Mr. Armijo would like to have the discussion on the Action Plan for the Tutor for the summer program placed on this special meeting agenda.

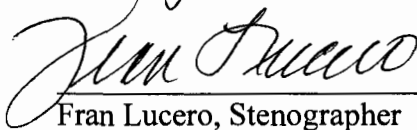
***Ms. Gonzales moved to schedule a special meeting to review the application on July 8<sup>th</sup> at 12:00 noon and the Tutoring Program for the FY13-14 to be reported on by the Program Committee, second by Mr. Armijo, motion carried by unanimous voice vote.***

IX. Adjournment

Mr. Armijo moved to adjourn at 6:30 pm, second by Ms. Gonzales, motion carried by unanimous voice vote.

**Signature Page:**

  
Deacon Anthony Trujillo Chair

  
Fran Lucero, Stenographer

## **RECOMMENDATION OF THE PROGRAM COMMITTEE**

The Program Committee met on Thursday, May 31, 2013. Present were Deacon Anthony, Tommy Rodriguez, Richard Demella, Boni Armijo, Michelle Armijo, Hilda Perez, Tita Gervers, and Mary Ellen Gonzales.

After much thoughtful discussion, it was unanimously decided to recommend to the entire Santa Fe County Regional Juvenile Justice Board that the SFRJJB join forces with Communities in Schools (CIS). We agreed that these conditions should apply:

### **Potential Scope of Contract with Communities in Schools:**

#### **SFRJJB will:**

1. Provide funds for partial support for the Communities in Schools Coordinator at Cesar Chavez Community School, and one at Ortiz MS.
2. Participate in CIS monthly meeting to share expertise on Juvenile Justice issues and resources available in the community to address needs of families in the schools.
3. Collaborate with CIS in planning and development of new programs throughout the county of SF.

#### **CIS will:**

1. Provide adequate funding to support the remainder of a salary for the Communities in Schools Coordinator at Cesar Chavez CS and Ortiz MS.
2. Participate in SFRJJB meetings once a month, to provide connection with CIS schools
3. Provide data analyzing the school success of students served by CIS, tracking over time the success of students receiving support through CIS; demographic data, completion of program of participants, cost analysis, ethnicity of participants, attendance, grades/academic achievement, and behavior changes.
4. Provide case coordination for students and families needing additional support.
5. Identify community services that can be brought to the school site to increase support for students and their families.
6. Work with student's families who have been referred due to chronic behavioral and mental health issues,
7. Meet with students and their families and assesses student and family needs and match those needs with appropriate school based and/or public or private providers.
8. Obtain consent for release of information from student's parent/legal guardian in order to refer student and/or parent/legal guardian to appropriate in school and/or community based services.

*Exhibit A*

9. Meet with the site Wellness Team to coordinate activities of the Family and Youth Resource program.
10. Collaborate with SFRJJB in planning and development of new programs throughout the county of SF.

Both parties will comply with the JJAC contract. (this is the source of the funding and there are some contractual agreements that have to be followed. We will attach a copy of the JJAC contract to SFRJJB when we issue the contract)



Communities  
In Schools

New Mexico

*Exhibit B*

***\*EXHIBIT B IS AVAILABLE IN IT'S ENTIRETY IN THE CITY CLERK'S OFFICE***