

*State of New Mexico*  
**Public School Capital Outlay Council**

**PSCOC Members**

Joe Guillen, *NMSBA – Chair*  
Cally Carswell, *LFC*  
John Sena, *LESC*  
Antonio Ortiz, *PED*  
Martin Romero, *CID*  
Stewart Ingham, *PEC*  
Randall Cherry, *LCS*  
Ashley Leach, *DFA*

**Absent PSCOC Members**

Elizabeth Groginsky, *OG*



**Public School Facilities Authority**

Iris Romero | Executive Director  
Larry Tillotson | Deputy Director of Operations & Outreach  
Sean Murray | Deputy Director of Capital Operations

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## MEETING MINUTES

PSCOC Full Council Meeting  
State Capitol Building, Room 307 – August 27, 2025

*Unofficial notes drafted for the convenience of subcommittee members and subject to revision at member request.  
Please note that further details and information regarding the meeting can also be found in the eBook.*

### **I. Call to order – Joe Guillen, Chair**

The Public School Capital Outlay Council (PSCOC) meeting on August 27, 2025, was called to order by Chair Joe Guillen at 9:02 AM.

#### **A. Roll Call**

Roll call was conducted, and a quorum was confirmed to be present for the meeting.

#### **B. Approval of Agenda\***

The agenda was reviewed, and no amendments were proposed. A motion to approve the agenda as presented was made by Mr. Ingham, and seconded by Mr. Cherry, and passed unanimously.

#### **C. Correspondence**

No Correspondence.

### **II. Public Comment**

During the public comment portion of the meeting, Mat Paul, representing the Public Charter Schools of New Mexico, and John Benner, Executive Director of Cottonwood Classical Preparatory School, addressed the Council to formally request retroactive application of Consumer Price Index (CPI) increases to lease assistance funding for charter schools. They highlighted a lack of clarity over whether CPI adjustments had been implemented over the past two fiscal years, noting that while maximum allowable increases were approved, actual distribution amounts remained unchanged. Both speakers emphasized the significant financial burden this has placed on charter schools, particularly in light of post-pandemic facility cost escalations.

### III. Finance

#### A. PSCOC Financial Plan

Mr. Matthew Schimmel, Chief Financial Officer at the Public School Facilities Authority (PSFA), presented the executive summary's key points. During the discussion, Ms. Carswell inquired about the timing of updates to the cost-per-square-foot data and requested that the information be refreshed to reflect current market conditions. Additional questions were raised by Council members regarding project readiness, cost tracking, and data accuracy, which staff acknowledged and committed to addressing through improved monitoring and reporting practices.

Staff provided an update on charter school lease payments, confirming that all reimbursements for the fiscal year had been processed and electronically distributed to the respective districts. The financial report reflected a net change of \$93.2 million. The Council reviewed out-of-cycle funding requests, including additional construction funding for Hermosa Heights Elementary School in Las Cruces and a teacher housing funding request for Maxwell Combined School. The latter included a waiver of the local match requirement. In addition, proposed award language changes were discussed for Crownpoint Middle School, Crownpoint High School, Thoreau High School, Raton Combined School, and Harrison H. Schmitt Elementary School in the Silver Consolidated School District.

Staff also presented a cost-per-square-foot variance analysis, outlining plans to revamp tracking tools to better align future cost projections with actual expenditures. The Council emphasized the importance of maintaining accurate and timely data to support informed decision-making and ensure fiscal accountability.

### IV. Consent Agenda\*

All the Consent Agenda items were approved in a single motion. Representatives from Las Cruces, Maxwell, and School of Dreams Academy expressed gratitude for the funding and support.

<b>A. July 16, 2025, PSCOC Meeting Minutes*</b>
Council approval of the July 16, 2025, PSCOC Meeting Minutes.
<b>B. July 31, 2025, Special PSCOC Meeting Minutes*</b>
Council approval of the July 31, 2025, PSCOC Meeting Minutes.
<b>C. P24-001 Maxwell Combined School (Maxwell) – Teacher Housing/Construction Funding Request*</b>
Council approval to amend the current Standards-based award to Maxwell Municipal Schools (MMS) to include: <ul style="list-style-type: none"><li>• Construction phase funding for two teacher housing units, totaling \$802,366 with a state match of \$649,916 (81%) and a local match of \$152,450 (19%)</li><li>• A waiver of the local match totaling \$152,450 for a revised state match of \$802,366 (100%) and a revised local match of \$0 (0%), for the construction of two teacher housing units.</li></ul>
<b>D. S22-014 Hermosa Height ES (Las Cruces) - Additional Construction Funding Request*</b>
Council approval to amend the current Systems-based award to Las Cruces Public Schools (LCPS) for Hermosa Heights to include: <ul style="list-style-type: none"><li>• Additional area for roof and HVAC replacement totaling 67,608 SF (an 12,427 SF increase).</li><li>• Ceiling finishes and Lighting in original 1958 building (wing) of the school.</li><li>• Additional construction funding totaling \$2,592,842 with a state match of \$1,037,137 (40%) and a local match of \$1,555,705 (60%).</li></ul>

<b>E. S25-006 Harrison H. Schmitt (Silver) - Award Language Change*</b>	
Council approval to amend the current Systems-based award to Silver Consolidated School District (SCSD) for Harrison H. Schmitt Elementary School to include replacement of the roof over the 33,079 GSF original building, exterior doors at the Multipurpose/Cafeteria addition and Site Lighting.	
<b>F. Disposition of Portables*</b>	
Council approval to dispose of the PSCOC Owned doublewide portables which are currently located at School of Dreams Academy (SODA).	
<b>G. Recertification of SSTBs*</b>	
Council approval to adopt the Resolution, Notification, Certification, and Reconciliation of unexpended bond proceeds as follows:	
<ul style="list-style-type: none"> <li>• SSTB22SD 0001 – Certifying the net amount of \$1,839,503 to be used for other the PSCOC projects.</li> </ul>	
<b>MOTION:</b> The Chair called for a vote and all members were in favor of approving the consent agenda items. There being no opposition, the motion passed.	<b>APPROVED</b>

## V. Awards Cycle

### A. Pre-applications Received

Ms. Iris Romero presented an update on the executive summary related to the award cycle and pre-application update. During the discussion, Ms. Carswell raised a question regarding the procedures in place to evaluate whether a district is adequately prepared to receive an award. Staff responded by outlining their current approach, which includes reviewing existing project timelines, assessing financial capacity, and confirming the presence of qualified district representatives to manage capital projects.

Staff reported that several pre-applications had been received, including standards-based project requests from Roswell Independent School District and Roswell Charter High School. Additional applications were submitted for teacher housing and Systems-based projects from multiple districts. Council members engaged in a broader discussion about the importance of evaluating district readiness and project management capacity prior to awarding funds. Several members emphasized the need to establish threshold requirements to ensure timely progress on existing projects. Suggestions were made to prioritize funding based on demonstrated progress, financial preparedness, and the ability to execute projects efficiently. The Council expressed interest in developing more formal criteria to guide future award decisions and to mitigate delays in project implementation.

## VI. Out-of-Cycle Awards

### A. P24-006 Crownpoint MS (Gallup McKinley) – Award Language Change\*

Mr. Sena introduced the agenda item and subsequently turned the presentation over to Mr. Mathew Gerken, Senior Project Manager at PSFA, for further detail. During the discussion, Ms. Carswell raised questions regarding the district's enrollment projections and the alignment with its Facility Master Plan (FMP). The Council reviewed a request from Gallup-McKinley County Schools to amend the 2023–2024 standards-based award for Crownpoint Middle School. The district sought to increase the design capacity from 116 to 122 students, resulting in a corresponding increase of 4,306 gross square feet. The request was evaluated under the Council's recently adopted policy permitting recalculation of square footage using the updated adequacy standards calculator. Supporting documentation was provided, including updated programming space data. Despite concerns raised during the discussion, the motion was approved, with Counciler Carswell opposing to the motion.

<p><b>MOTION:</b> The Chair called for a vote for Council approval to amend the current 2023-2024 Standards based award language to Gallup-McKinley County Schools (GMCS) for Crownpoint Middle School (P24-006) to include:</p> <ul style="list-style-type: none"> <li>• An increase in the current design capacity from 116 to 122 students.</li> <li>• An increase in the maximum allowable area from 28,506 to 32,812 GSF (a 4,306 GSF increase).</li> </ul> <p>Ms. Carswell opposed; the motion passed with seven members voting in favor.</p>	<p><b>APPROVED</b></p>
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### **B. P21-005 Crownpoint HS (Gallup-McKinley) - Award Language Change\***

Mr. Gerken presented the executive summary and highlighted the motion. Mr. Gerken noted the Memorandum of Understanding (MOU), emphasizing the implications of continued lack of progress on awarded projects. Mr. Ingham expressed disappointment regarding the project's stagnation since its original award in 2020, a comment echoed by Ms. Carswell. The Legislative Finance Committee (LFC) did not support the item. Mr. Sena acknowledged the complexity of the discussion and cautioned the Council against restricting districts in the absence of clear policies.

Gallup-McKinley County Schools requested an amendment to the 2020–2021 standards-based award for Crownpoint High School, seeking to increase the maximum allowable gross square footage from 52,055 to 64,792 square feet—a net increase of 12,737 square feet. This adjustment was attributed to updated programming needs and alignment with the new adequacy calculator. While Council members expressed concern over the lack of progress since the original award, the motion was ultimately approved. Members emphasized the importance of adhering to current adequacy standards and acknowledged the district’s commitment to advancing the project.

<p><b>MOTION:</b> The Chair called for a vote for Council approval to amend the current 2020-2021 Standards based award language to Gallup-McKinley County Schools (GMCS) for Crownpoint High School (P21-005) to include an increase in the maximum allowable gross footage (GSF) from 52,055 to 64,792 (a 12,737 GSF increase).</p> <p>Ms. Carswell opposed; the motion passed with seven members voting in favor.</p>	<p><b>APPROVED</b></p>
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### **C. P23-002 Thoreau HS (Gallup-McKinley) - Award Language Change\***

Mr. Gerken presented the executive summary and introduced the motion regarding Thoreau High School. An amendment was approved for the 2022–2023 standards-based award, increasing the maximum allowable gross square footage from 71,998 to 80,989 square feet. This adjustment followed a previous Council action in December 2024 to reduce the design capacity based on updated enrollment data. During the discussion, Ms. Carswell raised a question, which was addressed by Mr. Ingham and Mr. Schimmel, who commented on the potential for a reduced out-year local match. Mr. Sena questioned the evaluation process for projects, and Mr. Guillen noted that districts ultimately dictate prioritization. Ms. Carswell reiterated concerns, and Mr. Sena added remarks regarding the prioritization of awards and the use of waivers. Council members also discussed the district’s financial capacity and the implications of managing multiple concurrent projects. The motion passed with no opposition, and members acknowledged the district’s proactive commitment to funding the excess space.

<p><b>MOTION:</b> The Chair called for a vote for Council approval to amend the current 2022-2023 Standards based award language to Gallup-McKinley County Schools (GMCS) for Thoreau High School (P23-002) to include an increase in the maximum allowable gross footage (GSF) from 71,998 to 80,989 (an 8,991 GSF increase). There being no opposition, the motion was approved unanimously.</p>	<p><b>APPROVED</b></p>
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### **D. P25-001 Raton Combined School (Raton) - Award Language Change\***

Mr. Gerken presented the executive summary and outlined the key points of the request. Mr. Romero expressed concerns regarding the maintenance of the existing gymnasium and the district’s plan to utilize SB-9 funds. The Superintendent and City Manager spoke on behalf of the district, emphasizing the significance of retaining the gymnasium as a vital community resource. Raton Public Schools requested an amendment to the 2024–2025 standards-based award for the Raton Combined School, increasing the maximum allowable gross square footage from 120,156 to 133,401 square feet—a net increase of 13,245 square feet. The increase supports the consolidation of three existing schools and addresses community needs for athletic and recreational space. A key component of the request involved retaining and maintaining

the existing gymnasium facility, originally constructed in 1965 and currently assessed with a Facility Condition Index (FCI) of 79.51%. The district committed to maintaining the gym independently using SB-9 funds and requested funding for utility separation to ensure the facility could operate as a standalone unit. Following extensive discussion and clarification from district and city representatives, the Council approved the amended motion.

<p><b>MOTION:</b> The Chair called for a vote for Council approval to amend the current 2024-2025 Standards based award language to Raton Public Schools (RPS) for the Combined School (P25-001) to include</p> <ul style="list-style-type: none"> <li>• An increase in the maximum allowable gross footage (GSF) from 120,156 to 133,401 (a 13,245 GSF increase).</li> <li>• The existing Gym &amp; Cafeteria addition facility will no longer be eligible for PSCOC funding and staff will remove the facility from the Facilities Assessment Data Base.</li> <li>• No future PSCOC funding for utility improvement shall be applied to the existing Gym &amp; Cafeteria addition facility.</li> </ul> <p>There being no opposition, the motion was approved unanimously.</p>	<p><b>APPROVED</b></p>
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## VII. Other Business

### A. FY27 Appropriation Request\*

Mr. Schimmel presented the executive summary and introduced the motion for consideration. Ms. Carswell stated that she would abstain from voting due to her role. The Council approved the FY27 operating budget request totaling \$9,069,208.15. The request included funding for four new full-time equivalent (FTE) positions, increased costs associated with information technology and software, and lease adjustments. Council members discussed the importance of aligning staffing levels with workload demands and maintaining fiscal responsibility. Representatives from the Legislative Finance Committee (LFC) noted that budget recommendations would be reviewed in accordance with broader state guidelines.

<p><b>MOTION:</b> The Chair called for a vote for Council approval of the PSFA FY27 Operating Budget request in the amount of \$9,069,208.15 (Fund 94300). Ms. Carswell abstained from voting; the motion passed with seven members voting in favor.</p>	<p><b>APPROVED</b></p>
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### B. PSFA Director Search Update

The Chair provided an update on the Executive Director Search. The application deadline was extended to August 26, 2025, with interviews planned for early September.

### C. Appointment of Interim Director\*

The Council unanimously approved the appointment of Larry Tillotson as Interim Executive Director, effective September 1, 2025, with a 15% temporary salary adjustment. The Council expressed appreciation for Iris Romero's service and leadership.

<p><b>MOTION:</b> The Chair called for a vote to approve the appointment of Larry Tillotson (PSFA, Deputy Director of Operations, Quality, &amp; Outreach) as PSFA's Interim Executive Director, effective September 1, 2025, with a 15% temporary salary adjustment. There being no opposition, the motion was approved unanimously.</p>	<p><b>APPROVED</b></p>
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## VIII. Informational

### A. Project Status Report

Mr. Tillotson reported 153 active projects, with 21 identified as behind schedule. Updates were provided on project tracking improvements and coordination with regional managers. No questions were raised by the Council.

### B. Teacher Housing Update

Ms. Leach introduced the item, followed by a update from Mr. Tillotson, who requested further discussion and additional details to help guide staff and the AMS subcommittee in conducting a thorough analysis. Ms. Cally and Ms. Ashley agreed to meet to continue the conversation. Mr. Romero expressed interest in participating in the Teacherage discussion and raised concerns about consistency in program implementation. Council members discussed issues related to cost, sustainability, and evaluation criteria. The AMS subcommittee expressed support for continuing the program, contingent upon the development of revised policies. A working group was proposed to address the concerns raised and to improve the overall structure and effectiveness of the program.

### C. Quarterly Maintenance Program Status Report

Mr. Jeff McCurdy, Maintenance & Operations Manager at PSFA, presented the key points of the executive summary. The Preventive maintenance currency improved to 70.33%. Charter schools continued to outperform districts in maintenance ratings. Staff noted challenges due to turnover and limited district capacity.

## IX. Consideration for Approval to Adjourn into Executive Session Pending/Threatened Litigation – Matters subject to the attorney-client privilege regarding Eaton v. NMPSFA (D-101-CV-2022-00686) pursuant to NMSA 1978 § 10-15-1(H)(7) (Roll Call)\*

<i>Cally Carswell – Yes</i>	<i>Elizabeth Groginsky – Absent</i>
<i>Randall Cherry – Yes</i>	<i>Antonio Ortiz – Yes</i>
<i>John Sena - Yes</i>	<i>Stewart Ingham – Yes</i>
<i>Ashley Leach – Yes</i>	<i>Martin Romero - Yes</i>
<i>Joe Guillen – Yes</i>	<b>MOTION: Passed</b>

## X. Reconvene Meeting into Open Session. (Roll Call)\*

<i>Cally Carswell – Yes</i>	<i>Elizabeth Groginsky – Absent</i>
<i>Randall Cherry – Yes</i>	<i>Antonio Ortiz – Yes</i>
<i>John Sena - Yes</i>	<i>Stewart Ingham – Yes</i>
<i>Ashley Leach – Yes</i>	<i>Martin Romero - Yes</i>
<i>Joe Guillen – Yes</i>	<b>MOTION: Passed</b>

## XI. Next PSCOC Meeting – October 8, 2025

## XII. Adjourn

There being no opposition the meeting was adjourned at 12:28 PM.

 Chair

 Date

*\*Please Note: Italic motions indicate amendments.*