

**DEMING CESAR CHAVEZ CHARTER HIGH SCHOOL
GOVERNANCE COUNCIL REGULAR BOARD MEETING**

April 14, 2020

6:00 p.m.

Regular Board Meeting

Deming Cesar Chavez Charter High School Room #14

The Deming Cesar Chavez Charter High School Governance Council members met in a Regular Board Meeting on April 14, 2020, at 6:02 pm in Deming, New Mexico, via Zoom. The following Governing Council members attended: Tony Guerrero (President) *Absent*, Crystal Pena (Vice-President) *Present via-zoom*, Britney Valdez (Treasurer) *Present via-zoom*, Neima Higuera (Secretary) *Present via-zoom*, and Chris Brice (Member) *Absent*. Also, present were Kayla Martinez (Interim Director) *via-zoom*, Chris Masters (Business Manager) *via-zoom*, and Viviana Porras (Administrative Assistant) *via-zoom*. See sign-in sheet for others who attended.

I. Call Meeting to Order – Crystal Pena, presiding

- A. Crystal Pena, Vice-President called the meeting to order at 6:02 p.m. The pledge of allegiance was recited.
- B. Roll Call was conducted and a quorum was established 3/5.
Tony Guerrero – *Absent*
Chris Brice – *Absent*
- C. Reading of the Mission Statement
- D. *Adoption of Agenda

Motion was made by Neima Higuera, Secretary to approve the Agenda as is; seconded by Britney Valdez, Treasurer. MOTION CARRIED 3-0.

- E. *Meeting Minutes Review/Approval for March 10, 2020:

Motion was made by Neima Higuera, Secretary to approve the March 10, 2020 meeting minutes as is; seconded by Britney Valdez, Treasurer. MOTION CARRIED 3-0.

II. Public Comment (Limited Public Forum)

Time Limit 15 minutes' total

No Public Comment.

III. Committee Reports - Audit, Finance, School Planning/Academic

- Audit Committee – The Audit Committee did not meet. No information is available at this time.
- Finance Committee – The Finance Committee did not meet. No information is available at this time.
- School Planning/Academic Committee – The School Planning/Academic Committee did not meet. No information is available at this time.

IV. Discussion/Action Items

- A. *Approval of MOA – Southwest Regional Education Cooperative: Governing Council Members reviewed the MOA with Southwest Regional Education Cooperative regarding Medicaid covered medical services. Kayla Martinez, Interim Director explained that this agreement will allow SWREC to provide billing for any

ancillary services being provided to any Special Education Students that have Medicaid covered services.

Motion was made by Neima Higuera, Secretary to approve the MOA for Southwest Regional Education Cooperative; seconded by Britney Valdez, Treasurer. MOTION CARRIED 3-0.

- B. *Approval of Budget Adjustment Request – Final Funded Unit Value: Chris Masters, Business Manager requested approval from the Governing Council Members for a Budget Adjustment Request for the Final Funded Unit Value in the amount of \$38,220.31.

Motion was made by Neima Higuera, Secretary to approve the Budget Adjustment Request for the Final Funded Unit Value for \$38,220.31; seconded by Britney Valdez, Treasurer. MOTION CARRIED 3-0.

- C. 2020-21 Budget Authorization: Chris Masters, Business Manager informed the Governing Council Members about the 2020-21 Budget Process that is due to School Finance and Budget on April 27th to include a 4% increase and other priorities by parents and the Governing Council.
- D. Update of Potential Governing Council Candidates; Governing Council Members discussed that there are a few interested candidates but have not received any letters of interest. Kayla Martinez, Interim Director will continue to work on recruiting more candidates and will update the Governing Council Members at the next meeting.

V. Director's Report:

Kayla Martinez presented the Director's Report and asked the Governing Council Members if they had any questions. (*Please see Director's Report attached.*)

- VI. *Executive Session- (To discuss pending litigation, limited personnel matters or property pursuant to NMSA 1978, Section 10-15-1(2)).
 - 1. Director's Evaluation

Motion was made by Britney Valdez, Treasurer to go into Executive Session at 6:35 p.m. to discuss the Director's Evaluation; seconded by Neima Higuera, Secretary. MOTION CARRIED 3-0.

Roll Call into Executive Session

Crystal Pena – Present *via-zoom*

Britney Valdez – Present *via-zoom*

Neima Higuera – Present *via-zoom*

Kayla Martinez - Present *via-zoom*

Motion was made by Britney Valdez, Treasurer to come out of Executive Session at 6:57 p.m.; seconded by Neima Higuera, Secretary. MOTION CARRIED 3-0.

Roll Call out of Executive Session

Crystal Pena – Present *via-zoom*

Britney Valdez – Present *via-zoom*

Neima Higuera – Present *via-zoom*

Kayla Martinez - Present *via-zoom*

VII. Time and Content for the Next Governing Council Meeting:

Work Session – April 28, 2020 Agenda Items

- **Student Handbook**
- **Staff Handbook**
- **Director’s Evaluation**

Board Meeting – May 19, 2020 Agenda Items

- **MOU’s with Deming Public Schools**
- **Executive Session**
- **Committee’s**

VIII. Board Meeting Evaluation: Governing Council Members agreed that the meeting was on task.

IX. Next Scheduled Meeting:

Work Session April 28, 2020/Via-Zoom/6:00 P.M.

Work Session May 14, 2020/Via-Zoom/6:00 P.M.

Regular Meeting May 19, 2020/DCCCHS Room #14/6:00 P.M.

X. *Adjournment:

Motion was made by Neima Higuera, Secretary to adjourn the meeting at 7:00 p.m.; seconded by Britney Valdez, Treasurer. MOTION CARRIED 3-0.