

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

August 13, 2019

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 August 13, 2019 at 6:01 pm in Deming, New Mexico, in the DCCCHS Room #14. The following Governing Council members attended: Tony Guerrero (President) *Present*, Crystal Pena (Vice-President) *Present*, Neima Higuera (Treasurer) *Present*, and Chris Brice (Member) *Present*. Also, present were Kayla Alejandre (Assistant Director), Chris Masters (Business Manager), Viviana Porras (Administrative Assistant). See sign-in sheet for others who attended.

I. Call Meeting to Order – Tony Guerrero, presiding

- A. Tony Guerrero, President called the meeting to order at 6:01 p.m. The pledge of allegiance was recited.
- B. Roll Call was conducted and quorum was established 4/5.
- C. Reading of the Mission Statement.
- D. *Adoption of Agenda

Motion was made by Chris Brice, Member to accept the Agenda as is; seconded by Neima Higuera, Treasurer. MOTION CARRIED 4-0.

- E. *Meeting Minutes Review/Approval for July 16, 2019 & July 23, 2019:

Motion was made by Chris Brice, Member to approve the July 16, 2019, & July 23, 2019 meeting minutes; seconded by Crystal Pena, Vice-President. MOTION CARRIED 4-0.

II. Public Comment (Limited Public Forum)

Time Limit 15 minutes total

III. Discussion/Action Items

- A. *Approval of Assistant Principal/Interim Director - Kayla Martinez:

Motion was made by Neima Higuera, Treasurer to table the Approval of Assistant Principal/Interim Director – Kayla Martinez pending approval of Administrative Licensure from the New Mexico Public Education Department; seconded by Chris Brice, Member. MOTION CARRIED 4-0.

- B. *Approval of MOU – Facilities Department: Governing Council Members reviewed the Facilities Department MOU with Deming Public Schools.

Motion was made by Crystal Pena, Vice-President to approve the Facilities Department MOU with Deming Public Schools; seconded by Neima Higuera, Treasurer. MOTION CARRIED 4-0. (Please see Facilities Department MOU attached).

- C. *Approval of Purchase Order for Custodial Services - Guadalupe Mariscal \$18,000.00: Chris Masters, Business Manager presented a Purchase Order for Custodial Services to the Governing Council Members in the amount of \$18,000.00.

Motion was made by Neima Higuera, Treasurer to approve the Purchase Order for Custodial Services for Guadalupe Mariscal in the amount of \$18,000.00; seconded by Crystal Pena, Vice-President. MOTION CARRIED 4-0.

- D. *Approval of Budget Adjustment Request 042-006-1920-0001-IB YCC \$22,133.00: Chris Masters, Business Manager presented a Budget Adjustment Request 042-006-1920-0001-IB for Youth Conservation Corps for Fall 2019.

Motion was made by Chris Brice, Member to approve the Budget Adjustment Request 042-006-1920-0001-IB for the Youth Conservation Corps in the amount of \$22,133.00; seconded by Neima Higuera, Treasurer. MOTION CARRIED 4-0. (Please see the Youth Conservation Corp. Budget Adjustment Request attached).

- E. Governing Council Retreat Planning: Governing Council Members discussed dates and items to be reviewed at the Governing Council Retreat. Items to be included on the Retreat Agenda are 1. *Budget Update from Chris Masters (Business Manager)*, 2. *Review of Policies*, and 3. *Director's Evaluation Process*.
- F. Update on Governing Council Vacancy: Governing Council Members were informed that Briteny Valdez expressed her interest on serving for the DCCCHS Governing Council.

IV. **Director's Report:**

Kayla Martinez, Assistant Director gave an update to the Governing Council Members.

- First day of School
 - 71 Students attended on the 1st day of school
 - Ran 4 emergency drills
 - 2 Lockdowns
 - 1 Fire Drill
 - 1 Alternative Route
 - Had to rent bus in the morning for Port of Entry students; 7 attended; good attendance considering DPS doesn't start until 8/13
 - 2nd day attendance: 83 students
- Applications for Grants
 - CSI Grant – Still Pending; should get information soon
 - Community School Grant – (\$50,000 planning; \$150,000/year implementation for 3 years)
 - Deadline August 30, 2019
 - What is a community school?

- Community school is a public school that partners with families and the community, including nonprofit community-based organizations and local businesses, to provide well-rounded educational opportunities and supports for student success through the implementation of a community school framework.
- Being a school that already works with many local businesses, this should be an avenue we explore with assessing how our students would benefit most from resources in the community.
- Kids will be making a float to participate in the Duck Race Parade.

- V. ***Executive Session-** (To discuss pending litigation, limited personnel matters or property pursuant to NMSA 1978, Section 10-15-1(2)).
1. Personnel Matters

Motion was made by Neima Higuera, Treasurer to go into Executive Session at 6:47 p.m. to discuss limited personnel matters pursuant to NMSA 1978, Section 10-15-1(2)); seconded by Crystal Pena, Vice-President. MOTION CARRIED 4-0.

Roll Call was conducted and quorum was established 4/5.

Tony Guerrero, President	Present
Crystal Pena, Vice-President	Present
Neima Higuera Treasurer	Present
Chris Brice Member	Present

**Governing Council Members came out of Executive Session at 7:27 p.m.
No Action Taken.**

VI. Time and Content for Next Governing Council Meeting:

- **Committee Reports**
- **Approval of Assistant Principal/Interim Director Kayla Martinez**
- **Budget Adjustment Request for the City of Deming**
- **Budget Adjustment Request for PSCOC Carryover**
- **Governing Council Retreat Planning**
- **Discuss Retreat Planning**

VII. Board Meeting Evaluation: Governing Council Members agreed that the meeting went well and stayed on task.

VIII. Next Scheduled Meeting:

Regular Meeting September 10, 2019 /DCCCHS Room #14/6:00 P.M.

IX. *Adjournment:

Motion was made by Crystal Pena, Vice-President to adjourn the meeting at 7:37 p.m.; seconded by Chris Brice, Member. MOTION CARRIED 4-0