

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

October 9, 2018

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 October 9, 2018 at 6:00 pm in Deming, New Mexico, in the DCCCHS Room #14. The following Governing Council members attended: Victor Cruz (President) *Present*, Antoinette Zunich (Vice-President) *Absent*, Dan Sanchez (Treasurer) *Present*, Neima Higuera (Secretary) *Present*, and Tony Guerrero (Member) *Present*. Also, present were Stan Lyons (Director), Chris Masters (Business Manager), Vivian Porras (Administrative Assistant), Michelle Escarcega (Secretary). See sign-in sheet for others who attended.

I. Call Meeting to Order – Victor Cruz, presiding

- A. Victor Cruz called the meeting to order at 6:00 p.m. The pledge of allegiance was recited.
- B. Roll Call was conducted and quorum was established 4/5.
Antoinette Zunich – *Absent*
- C. Adoption of Agenda

Motion was made by Neima Higuera, Secretary to accept the Agenda as is; seconded by Dan Sanchez, Treasurer. MOTION CARRIED 4/0.

D. Meeting Minutes Review/Approval for September 11, 2018

Motion was made by Dan Sanchez, Treasurer, to approve the September 11, 2018 meeting minutes; seconded by Tony Guerrero, Member. MOTION CARRIED 4/0.

II. Public Comment (Limited Public Forum)

Time Limit 15 minutes total

No Public Comment

III. Principals Report:

Time for questions or comments from Governing Council regarding update:
Stan Lyons, Director, updated the Governing Council on the following items:

- Surfaces laptops are backed ordered.
- End of Grading Period – 89% passing rate, 84 % attendance rate.
- Currently have 19 students on Individualized Educational Plan's
- Volleyball Tournament October 20th in Las Cruces, N.M.
- Basketball beginning soon.
- Quantum Learning – Professional Development October 9th highly engaging teaching program for our teachers.
- TABE Short Cycle Assessment

IV. School Committee Reports/Updates

A. Finance Committee - The Finance Committee met on October 5, 2018 at 8:00 a.m. and in attendance were Chris Masters (Business Manager), Neima Higuera (Secretary) and Dan Sanchez (Treasurer). The following items were discussed:

- Financial Status & Outlook
- Procurement (*Reading Plus – McComas and Associates \$16,400.00.. Check listing report, Bank reconciliation*)
- Updates & Status (*Facility updates, Activity Account information, Audit schedule & update*)
- File Observation & C Audit (*Journal Entry Approval & File Review*)

B. School Planning Committee – The School Planning Committee met on September 26, 2018 at 2:00 pm and in attendance were Stan Lyons (Director), Antoinette Zunich (Vice-President,) Bryan Reedy (City of Deming), Michelle Escarcega (Secretary), Trinity Silva (Assistant), and two DCCCHS Students. The following items were discussed:

- *Family Fall Dinner – October 18, 2018 at 5:30 p.m.*
- *Update on the Kitchen Project.*
- *Update on DCCCHS Campus Projects.*
- *No Halloween Event an Easter Event in April is in the works.*

C. Council Development Committee:

- ***NMPED Continuing Governing Body Member Training***
- *October 27, 2018 Las Cruces, NM*
- ***NMCCS Continuing Governing Body Member Training***
- *November 9-10,2018 Albuquerque, NM*

D. Academic Committee met on September 6, 2018. The following items were discussed:

- Passing rate and Truancy rate has improved over the past years.
- Quantum Learning has been beneficial and glad to have this opportunity.
- Currently have an engineering student from UTEP helping in Math class.

E. Audit Committee

- Laura Holguin (City of Deming Employee) showed interest in being a part of the Audit Committee for DCCCHS.

V. Discussion/Action Items

- A.** Approval of Purchase Order for McComas & Associates, Inc., Reading Plus Subscription \$16,400.00 (3 Year):
Stan Lyons, Director informed the Governing Council about the Purchase Order for the Reading Plus Subscription for 3 years in the amount of \$16,400.00. Mr. Lyons mentioned that it has made a huge impact on our school and has become very useful for our teachers and students. Mr. Lyons made a recommendation to approve the Purchase Order for McComas & Associates, Inc., Reading Plus Subscription for 3 years in the amount of \$16,400.00.

Motion was made by Dan Sanchez, Treasurer for the Approval of Purchase Order for McComas & Associates, Inc., Reading Plus Subscription \$16,400.00 (3 year); seconded by Neima Higuera, Secretary. MOTION CARRIED 4-0.

- VI.** 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 Dan Sanchez, Treasurer to go into Executive Session at 6:45 PM to discuss limited personnel matters pursuant to NMSA 1978, Section 10-15-1(2)); seconded by Tony Guerrero, Member. MOTION CARRIED 4-0.

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

Victor Cruz, President – Present
Antoinette Zunich, Vice-President - *Absent*
Dan Sanchez, Treasurer – Present
Neima Higuera, Secretary – Present
Tony Guerrero, Member – Present

Governing Council came out of Executive Session at 7:17 p.m.

No Action was taken.

Governing Council Members reconvene in Public Meeting.

Motion was made by Tony Guerrero, Member to approve the Confidential Settlement Agreement and General Release to resolve the pending litigation between Mr. Armando Rosales and Deming Cesar Chavez Charter High School and to authorize the President, Dr. Victor Cruz, to execute the release of claims and warrant to pay the settlement after final review and approval by our legal counsel; seconded by Neima Higuera, Secretary. MOTION CARRIED 4-0.

VII. Time and Content for Next Governing Council Meeting:

- **PARRC Fall Admin for Seniors**
- **Update Governing Council Calendar**
- **Letter of Resignation from Dr. Victor Cruz from Governing Council**
- **Charter Renewal**
- **Governing Council Vacancy Advertisement**

VIII. Board Meeting Evaluation: Governing Council Members agreed that the meeting went well with time and stayed on track.

IX. Next Scheduled Meeting:

Regular Meeting November 13, 2018 /DCCCHS Room #14/6:00 P.M.

X. Adjournment:

Motion was made by Neima Higuera, Secretary to adjourn the meeting at 7:32 p.m.; seconded by Dan Sanchez, Treasurer. MOTION CARRIED 4-0.

APPROVAL OF MINUTES

DCCCHS PRESIDENT

DATE

DCCCHS DIRECTOR

DATE