

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

November 12, 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 November 12, 2019, at 6:03 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*, Chris Brice (Member) *Absent*, and Britney Pena (Member) *Present*. Also, present were Kayla Martinez (Interim 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 6:03 p.m. The pledge of allegiance was recited.
- B. Roll Call was conducted and a quorum was established 3/5.
Britney Pena – (*arrived at 6:29 pm*)
Chris Brice - Absent
- C. Reading of the Mission Statement
- D. *Adoption of Agenda

Motion was made by Crystal Pena, Vice-President to accept the Agenda as is; seconded by Neima Higuera, Treasurer. MOTION CARRIED 3-0.

- E. *Meeting Minutes Review/Approval for October 15, 2019:

Motion was made by Crystal Pena, Vice-President to approve the October 15, 2019 meeting minutes; seconded by Neima Higuera, 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 - Audit is on schedule and exit is scheduled for Friday, November 15th at 10:00 a.m.
- Finance Committee will meet on Monday, November 18th at 5:00 p.m.
School Planning/Academic – The School Planning Committee met on October 23rd at 11:00 a.m. and discussed planning details for the Thanksgiving Luncheon taking place on November 21st from 11:00 a.m. to 1:00 p.m.
Academic Committee information will be reported under the Director's Report.

IV. Discussion/Action Items

- A. *Approval of Budget Adjustment Request – GOB Library Fund: Chris Masters, Business Manager presented a Budget Adjustment Request for GOB Library Fund for \$3,000.00 to purchase library items. Mr. Masters made a recommendation for approval.

Motion was made by Neima Higuera, Treasurer to approve the Budget Adjustment Request for the GOB Library Fund for \$3,000.00; seconded by Crystal Pena, Vice-President. MOTION CARRIED 3-0.

- B. Governing Council Retreat Planning: Governing Council Members discussed Agenda items for the GC Retreat taking place January 10-12, 2020. Kayla Martinez, Interim Director mentioned that she has included the Deming Public Schools approved Medical Cannabis Policy to review at the GC Retreat to help reference within creating a Policy for DCCCHS.

V. Director's Report:

School Update from Kayla Martinez and Jerry Lee.

- Immunization Clinic to be done on November 19th by Dept. of Health for all students to help with mandatory immunization records that have to be up-to-date.
 - Immunizations are free of cost if no insurance is provided.
- NM YRRS (Youth Risk and Resiliency Survey (health behavior)) to be conducted
 - Dr. Romero had approved for the district to be a part of the survey; our school was the one selected to participate
 - The survey is conducted every other year grades 6-12 by NMPED, NM Dept. of Health, and NM PRC (Prevention Research Center).
 - Jackie conducted a survey today in 2 classes that were randomly selected by the outside team.
- CSI Grant Update:
 - Laura and Yesenia have both come back and off to a great start!
 - Mr. Allen is looking into buying textbooks that go with the IXL program, will be a part of math supplemental materials funding from grant.
- Still waiting on word from Community Schools Grant
- DPS approved their own policy on Medicinal Cannabis this past board meeting.
 - Have a copy for us to review, in case we want to reference while creating our own at GC retreat.
- Food Bank Update:
 - Angie just recertified her food handler's certification for our Food Bank to continue operating. Yay!
 - There is another addition we are looking to bring in; it will be open to the community, will have federal funding backing it.
 - Will require more documentation to receive services (proof of income, address, etc.)
 - Free to us, just have to provide a place to hold it.

- GRADS program
 - Our students have had some participation already
 - Met with Ms. Peterson (teacher of program) is wanting to have our students begin attending her class to earn elective credit.
 - Willing to provide packet, if students cannot attend.
 - Can apply to our night students also (up to age 24)
- Enrollment
 - 89 Day Students
 - 62 Adult Students
- Student Attendance 86%
- Staff Attendance 90%
- School running smoothly, great atmosphere, kids want to come to school

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

- Executive Session – Discussion of 2019 Financial Audit
- Final Agenda for Governing Council Retreat

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

VIII. Next Scheduled Meeting:

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

IX. *Adjournment:

Motion was made by Neima Higuera, Treasurer to adjourn the meeting at 6:48 p.m.; seconded by Crystal Pena, Vice-President. MOTION CARRIED 3-0.