

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

**December 10, 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 December 10, 2019, at 6:04 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) *Absent*. 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 6:04 p.m. The pledge of allegiance was recited.
- B. Roll Call was conducted and a quorum was established 3/5.  
Crystal Pena– (*via telephone*)  
Chris Brice – Absent  
Britney Pena - Absent
- C. Reading of the Mission Statement
- D. \*Adoption of Agenda  
Tony Guerrero, President requested that letter *V. Executive Session* be moved on the Agenda to letter *III. Discussion/Action Items*.

**Motion was made by Neima Higuera, Treasurer to accept the Agenda as is with the exception of moving Executive Session under letter III; seconded by Crystal Pena, Vice-President. MOTION CARRIED 3-0.**

- E. \*Meeting Minutes Review/Approval for November 12, 2019:  
Neima Higuera, Treasurer made a recommendation to include titles after the names on all minutes and reports.

**Motion was made by Neima Higuera, Treasurer to approve the November 12, 2019 meeting minutes; seconded by Crystal Pena, Vice-President. MOTION CARRIED 3-0.**

**II. Public Comment (Limited Public Forum)**

Time Limit 15 minutes total  
No Public Comment.

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

- 1. Discussion of 2019 Financial Audit

**Motion was made by Crystal Pena, Vice-President to go into Executive Session at 6:11 p.m. to discuss the 2019 Financial Audit; seconded by Neima Higuera, Treasurer. MOTION CARRIED 3-0.**

**Roll Call**

**Tony Guerrero – Present**  
**Crystal Pena – Present (via Phone)**  
**Neima Higuera – Present**  
**Kayla Martinez - Present**  
**Chris Masters – Present**  
**Viviana Porras – Present**

**Motion was made by Neima Higuera, Treasurer to come out of Executive Session at 6:25 p.m.; seconded by Crystal Pena, Vice-President. MOTION CARRIED 3-0. No Action was taken.**

**Roll Call out of Executive Session**

**Tony Guerrero – Present**  
**Crystal Pena – Present (via Phone)**  
**Neima Higuera – Present**  
**Kayla Martinez - Present**  
**Chris Masters – Present**  
**Viviana Porras – Present**

**IV. Discussion/Action Items**

**A. Governing Council Retreat Planning:** Governing Council Members finalized the Agenda items for the GC Retreat taking place January 10-12, 2020.

**V. Director's Report:**

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

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

- **Election of Officers**
- **Permanent Cash Transfer**
- **Summary of Retreat**
- **February Meeting Audit**

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

**VIII. Next Scheduled Meeting:**

Governing Council Retreat January 10, 2020/Hotel Encanto, Las Cruces NM/6:00 P.M.  
Governing Council Retreat January 11, 2020/Hotel Encanto, Las Cruces NM/8:00 A.M.  
Regular Meeting January 14, 2020/DCCCHS Room #14/6:00 P.M.

**IX. \*Adjournment:**

**Motion was made by Tony Guerrero, President to adjourn the meeting at 7:13 p.m.; seconded by Neima Higuera, Treasurer. MOTION CARRIED 3-0.**