

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

June 11, 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 June 11, 2019 at 6:00 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*, Antoinette Zunich (Secretary) *Present*, and Neima Higuera (Treasurer) *Present*, Chris Brice (Member) *Absent*. Also, present were Stan Lyons (Director), Chris Masters (Business Manager). 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.
Crystal Pena – *Tardy (arrived at 6:05 p.m.)*
- C. Reading of the Mission Statement.
- D. Adoption of Agenda

Motion was made by Neima Higuera, Treasurer to accept the Agenda as is; seconded by Antoinette Zunich, Secretary. MOTION CARRIED 3-0.

E. Meeting Minutes Review/Approval for April 24, 2019, May 7, 2019 & June 4, 2019:
Motion was made by Antoinette Zunich, Secretary to approve the April 24, 2019, May 7, 2019, & June 4, 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. Director's Report:

Time for questions or comments from Governing Council regarding update:
Stan Lyons, Director, asked the Governing Council Members if they had any questions in regards to the Director's Report. (*Please see Director's Report attached.*)

IV. School Committee Reports/Updates

- A. Finance Committee – The Finance Committee did not meet. No Information Available.
- B. School Planning/Academic Committee: School Planning/Academic Committee did not meet. No Information Available.

C. Council Development Committee:

- *Governing Council was given an updated list of trainings, hours completed and upcoming Governing Council Trainings. (Please see attached list of upcoming trainings.)*

D. Audit Committee – Audit Committee did not meet. Meeting to be announced at a later date.

V. **Discussion/Action Items**

A. *Approval of Annual Resolution for Open Meetings:

Governing Council Members reviewed and discussed the Resolution for Open Meetings.

Motion was made by Neima Higuera, Treasurer to approve the Resolution for Open Meetings; seconded by Crystal Pena, Vice-President. MOTION CARRIED 4-0. *(Please see attached Resolution for Open Meetings).*

B. *Approval of Contract for Legal Services:

Governing Council Members reviewed and discussed the Contract for Legal Services for Matthews, Fox P.C.

Motion was made by Crystal Pena, Vice-President to approve the Contract for Legal Services for Matthews, Fox P.C.; seconded by Neima Higuera, Treasurer. MOTION CARRIED 4-0. *(Please see attached Contract for Legal Services for Matthews, Fox P.C.).*

C. *Approval of MOU's – Student Nutrition, Special Student Services, Technology:

Governing Council Members reviewed and discussed the MOU's for Student Nutrition, Special Student Services, and Technology.

Motion was made by Neima Higuera, Treasurer to approve the Student Nutrition, Special Student Services, and Technology MOU's; seconded by Crystal Pena, Vice-President. MOTION CARRIED 4-0. *(Please see attached Student Nutrition, Special Student Services, and Technology MOU's).*

D. *Approval of 2019-20 Lease Addendum Renewal:

Governing Council Members reviewed and discussed the 2019-20 Lease Addendum Renewal.

Motion was made by Crystal Pena, Vice-President to approve the 2019-20 Lease Addendum Renewal; seconded by Neima Higuera, Treasurer. MOTION CARRIED 4-0. *(Please see attached 2019-20 Lease Addendum Renewal).*

E. *Approval of 2019-20 Annual Purchase Orders:

Governing Council Members reviewed and discussed the 2019-20 Annual Purchase Orders. Antoinette Zurich, Secretary stated she does not feel that the Purchase Order for Hotel Encanto for a Governing Council Retreat is necessary since the Governing Council has worked on things throughout the year and there has been no discussion about scheduling a Governing Council Retreat.

Motion was made by Neima Higuera, Treasurer to approve the 2019-20 Annual Purchase Orders; seconded by Crystal Pena, Vice-President. MOTION CARRIED 3-1. *(Please see attached 2019-20 Annual Purchase Orders).*

- F. *Approval of Final Cash Balance Adjustment Requests:
Governing Council Members reviewed and discussed the Final Cash Balance Adjustment Requests.

Motion was made by Crystal Pena, Vice-President to approve the Final Cash Balance Adjustment Requests; seconded by Neima Higuera, Treasurer. MOTION CARRIED 4-0. (Please see attached Final Cash Balance Adjustment Requests).

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

Motion was made by Crystal Pena, Vice-President to go into Executive Session at 7:00 p.m. to discuss Personnel Matters and Director's Evaluation; seconded by Neima Higuera, Treasurer. MOTION CARRIED 4-0.

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

Tony Guerrero, President	Present
Crystal Pena, Vice-President	Present
Antoinette Zunich, Secretary	Present
Neima Higuera, Treasurer	Present
Chris Brice, Member	Absent

Governing Council came out of Executive Session at 7:57 p.m.

No action was taken.

- VII. **Time and Content for Next Governing Council Meeting:**

- Meeting on July 16, 2019
- Review Director's Evaluation Process

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

- IX. **Next Scheduled Meeting:**

Regular Meeting July 16, 2019 /DCCCHS Room #14/6:00 P.M.

- X. **Adjournment:**

Motion was made by Neima Higuera, Treasurer to adjourn the meeting at 8:00 p.m.; seconded by Crystal Pena, Vice-President. MOTION CARRIED 4-0.