

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

November 10, 2020

6:00 p.m.

Regular Board Meeting

Via-Zoom

The Deming Cesar Chavez Charter High School Governance Council members met in a Regular Board Meeting on November 10, 2020, at 6:00 p.m. in Deming, New Mexico, via zoom. The following Governing Council members attended: Tony Guerrero (President) *Present via-zoom*, Crystal Pena (Vice-President) *Present via-zoom*, Britney Valdez (Treasurer) *Present via-zoom*, Neima Higuera (Secretary) *Present via-zoom*, and Nick Perez (Member) *Present via-zoom*. Also present were Noel Nunez (Interim Director) *via-zoom*, Chris Masters (Business Manager) *via-zoom*, and Viviana Porras (Administrative Assistant) *via-zoom*. 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 6:02 p.m. The pledge of allegiance was recited.
- B. Roll Call was conducted, and a quorum was established 5/5.
- C. Reading of the Mission Statement
- D. *Adoption of Agenda:

Motion was made by Neima Higuera, Secretary to ADOPT the Agenda as is; seconded by Crystal Pena, Vice-President. MOTION CARRIED 5-0.

- E. *Meeting Minutes Review/Approval for October 13, 2020: Tony Guerrero, President, made a request to have the meeting minutes corrected under **I. Call Meeting to Order Letter A.** to remove *Tony Guerrero, President*, and add *Crystal Pena, Vice-President*, called the meeting to order at 6:07 p.m.

Motion was made by Crystal Pena, Member, to APPROVE the October 13, 2020 meeting minutes. With the change to I. Letter A. Crystal Pena, Vice-President called the meeting to order at 6:07 p.m.; seconded by Neima Higuera, Secretary. MOTION CARRIED 5-0.

II. Public Comment (Limited Public Forum)

Time Limit 15 minutes' total

III. Committee Reports -Audit, Finance, School Planning/Academic

- Audit Committee: Chris Masters, Business Manager, mentioned that the Audit Exit took place on November 9th.
- Finance Committee did not meet. No Information Available.
- School Planning/Academic did not meet. No Information Available.

IV. Discussion/Action Items

- A. *Approval of Sick Leave Policy: Noel Nunez, Interim Director, presented the Revised Sick Leave Policy with the Governing Council Members. Mr. Nunez mentioned that the Donation of Sick Leave from an employee to an employee is included. (*Please see Sick Leave Policy attached.*) Sick Leave Policy Revisions:
 - Sick Leave awarded per month of service

- Flex Time working outside of the traditional work schedule must be utilized within the same workweek.
- Accrual Balances – Has no cash equivalency. Not to exceed 48 days.
- Donation of Sick Leave – Not to exceed four days. Requires Director's Approval.

Motion was made by Nick Perez, Member, to APPROVE the Sick Leave Policy as presented; seconded by Crystal Pena, Vice-President. MOTION CARRIED 5-0.

- B.** *Approval of YCC Grant Application: Chris Masters, Business Manager, informed the Governing Council Members that the YCC Grant Application will be submitted for the Work-Study Program for approximately \$50,000.00. Mr. Masters explained that the grant will cover the Payroll Expenditures for the students working in the program. The City of Deming and the County of Luna are partners, and most of the work will be on these facilities, including the Milo Center and Pit Park pond.

Motion was made by Crystal Pena, Vice-President, to APPROVE the YCC Grant Application for the Work-Study Program; seconded by Neima Higuera, Secretary. MOTION CARRIED 5-0.

V. Director's Report:

Noel Nunez presented the Director's Report and asked the Governing Council Members if they had any questions. (*Please see Director's Report attached.*)

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 Nick Perez, Member, to go into Executive Session at 6:35 p.m. to discuss Personnel Matters; seconded by Crystal Pena, Vice-President. MOTION CARRIED 5-0.

Roll Call into Executive Session

Tony Guerrero – Present *via-zoom*

Crystal Pena – Present *via-zoom*

Britney Valdez – Present *via-zoom*

Neima Higuera – Present *via-zoom*

Nick Perez – Present *via-zoom*

Motion was made by Crystal Pena, Vice-President, to come out of Executive Session at 6:58 p.m.; seconded by Neima Higuera, Secretary. MOTION CARRIED 5-0.

Roll Call out of Executive Session

Tony Guerrero – Present *via-zoom*

Crystal Pena – Present *via-zoom*

Britney Valdez – Present *via-zoom*

Neima Higuera – Present *via-zoom*

Nick Perez – Present *via-zoom*

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

Board Meeting – December 8, 2020 Agenda Items

- **Bank Signatory Authorization**

- **Accept Resignation – Tony Guerrero**
- **Schedule Election of Officers**
- **Update on Governing Council Vacancy**

VIII. Board Meeting Evaluation: Governing Council Members agreed the meeting was on task.

IX. Next Scheduled Meeting:

Regular Meeting December 8, 2020,/Via Zoom/6:00 p.m.

X. *Adjournment:

Motion was made by Neima Higuera, Secretary, to ADJOURN the meeting at 7:02 p.m.; seconded by Crystal Pena, Vice-President. MOTION CARRIED 5-0.