

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

January 12, 2021

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 January 12, 2021, at 6:00 p.m. in Deming, New Mexico, via zoom. The following Governing Council members attended: Crystal Pena (Vice-President) *Present via-zoom*, Britney Valdez (Treasurer) *Present via-zoom*, and Neima Higuera (Secretary) *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 – Crystal Pena, presiding.

- A. Crystal Pena, Vice-President, called the meeting to order at 6:00 p.m. The pledge of allegiance was recited.
- B. Roll Call was conducted, and a quorum was established 3/5.
Nick Perez Absent
- C. Reading of the Mission Statement.
- D. *Adoption of the Agenda:

Motion was made by Neima Higuera, Secretary, to ADOPT the Agenda as is; seconded by Britney Valdez, Treasurer. MOTION CARRIED 3-0.

- E. *Meeting Minutes Review/Approval for December 8, 2020:

Motion was made by Britney Valdez, Treasurer, to APPROVE the December 8, 2020 meeting minutes as presented; seconded by Neima Higuera, Secretary. MOTION CARRIED 3-0.

II. Public Comment (Limited Public Forum)

Time Limit 15 minutes' total

Noel Nunez, Interim Director, introduced Violeta Bustamante, DCCCHS Science Teacher to the Governing Council. Mr. Nunez mentioned that Ms. Bustamante is currently enrolled in an Internship Program through the PED to achieve her Administrative Licensure and she will be working closely with him to complete the hours required and to get in depth knowledge and experience in the Administrative role.

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

- Audit Committee: No Information Available.
- Finance Committee did not meet. No Information Available.
- School Planning/Academic did not meet. No Information Available.

IV. Discussion/Action Items

- A. *Recommendation/Selection of New Governing Council Members: Noel Nunez, Interim Director, informed the Governing Council Members that he has received a letter of interest from Barbara Reedy and he will be submitting this letter to the Interview Committee to be looked upon. Mr. Nunez mentioned that is the only letter of interest that he has currently received. Governing Council Members agreed to continue with the recruiting of any potential Governing Council Members to begin

interviewing by the end January and have a recommendation for the February Meeting. Governing Council Members made a recommendation to TABLE the Recommendation/Selection of New Governing Council Member until the February Meeting.

Motion was made by Neima Higuera, Secretary, to TABLE the Recommendation/Selection of New Governing Council Member until the February Meeting; seconded by Britney Valdez, Treasurer. MOTION CARRIED 3-0.

- B. *Seating/Oath of Commitment of New Governing Council Member: Governing Council Members made a recommendation to table the Seating/Oath of Commitment of New Governing Council Member until the February Meeting.

Motion was made by Neima Higuera, Secretary, to TABLE the Seating/Oath of Commitment of New Governing Council Member until the February Meeting; seconded by Britney Valdez, Treasurer. MOTION CARRIED 3-0.

- C. Election of Officers: Governing Council Members made a recommendation to table the Election of Officers until the February Meeting.

Motion was made by Britney Valdez, Treasurer, to TABLE the Election of Officers until the February Meeting; seconded by Neima Higuera, Secretary. MOTION CARRIED 3-0.

- D. *Budget Adjustment Request – Air Purification Federal Award \$744.00: Chris Masters, Business Manager, informed the Governing Council Members of the In-Room HEPA Air Purification Federal Sub-awards letter received from PED for the amount of \$744.00. *(Please see attached letter for Air Purification Federal Sub-awards from PED.)*

Motion was made by Neima Higuera, Secretary, to APPROVE the Budget Adjustment Request for Air Purification Award in the amount of \$744.00; seconded by Britney Valdez, Member. MOTION CARRIED 3-0.

- E. Community School Food Distribution Report: Noel Nunez, Interim Director, informed the Governing Council Members about the Food Distributions that took place on December 28th at DCCCHS and Columbus, NM. Mr. Nunez mentioned that State Senator Crystal Diamond, Christine Anne Harvey, and Mayor Benny Jasso volunteered with these distributions. Mr. Nunez expressed his appreciation to Angie Martinez, DCCCHS Food Distribution Coordinator, for her hard work in planning these very successful distributions and all of the volunteers that participated and helped make this happen. *(Please see attached Food Distribution Update from Mrs. Martinez.)*

- F. 2021 Spring Budget Workshop March 31- April 2: Chris Masters, Business Manager, informed the Governing Council Members about the upcoming 2021 Spring Budget Workshop taking place March 31 – April 2nd in Albuquerque, NM. Mr. Masters mentioned that this will be an in person training and if this training does become a virtual training he will inform the GC Members of any changes. Registration is open and any member interested in attending please let Mr. Masters or Viviana Porras know of your interest to begin the registration process.

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. Director Contract

Motion was made Neima Higuera, Secretary, to go into Executive Session at 7:08 p.m. to discuss the Director Contract; seconded by Britney Valdez, Treasurer. MOTION CARRIED 3-0.

Roll Call into Executive Session

Crystal Pena – Present *via-zoom*

Neima Higuera – Present *via-zoom*

Britney Valdez – Present *via-zoom*

Motion was made Neima Higuera, Secretary, to come out of Executive Session at 7:21 p.m.; seconded by Britney Valdez, Treasurer. MOTION CARRIED 3-0.

Roll Call into Executive Session

Crystal Pena – Present *via-zoom*

Neima Higuera – Present *via-zoom*

Britney Valdez – Present *via-zoom*

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

Board Meeting – December 8, 2020 Agenda Items

- **Schedule Election of Officers**
- **Update on Governing Council Vacancy**

VIII. Board Meeting Evaluation: Governing Council Members agreed it was a lengthy meeting but on task.

IX. Next Scheduled Meeting:

Regular Meeting February 9, 2021/Via Zoom/6:00 P.M.

X. *Adjournment:

Motion was made by Neima Higuera, Secretary, to ADJOURN the meeting at 7:04 p.m.; seconded by Britney Valdez, Treasurer. MOTION CARRIED 3-0.