

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

**March 2, 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 March 2, 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*, Neima Higuera (Secretary) *Present via-zoom*, Nick Perez (Member) *Present via-zoom*, and Barbara Reedy (Member) *Present via-zoom*. Also, present were Noel Nunez (Interim Director) *via-zoom*, and Chris Masters (Business Manager) *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 4/5.
- C. Reading of the Mission Statement.
- D. \*Adoption of the Agenda:

**Motion was made by Nick Perez, Member, to ADOPT the Agenda as is; seconded by Britney Valdez, Treasurer. MOTION CARRIED 4-0.**

- E. \*Meeting Minutes Review/Approval for February 9, 2021:

**Motion was made by Nick Perez, Member, to APPROVE the February 9, 2021 meeting minutes as presented; seconded by Britney Valdez, Treasurer. MOTION CARRIED 4-0.**

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

Time Limit 15 minutes' total

Noel Nunez, Interim Director, informed the Governing Council Members that he invited staff and students for the staff and student spotlight. Mr. Nunez introduced Brenda Milo, DCCCHS Instructional Assistant, to the Governing Council. Ms. Milo introduced herself and mentioned that he has been working at Deming Cesar Chavez Charter High School for five years as an Instructional Assistant in the English/Language Arts department. Ms. Milo mentioned that she had the pleasure to work with the previous administration and now with Mr. Nunez. Ms. Milo assists with the Reading Plus program, which helps improve the students reading levels, helps prepare the student academic packages, the summer school program, and anything else needed in any other area or department of the school. Ms. Milo mentioned that she is very fortunate to work with such great staff and students and is happy to be part of the DCCCHS family.

Mr. Nunez, Interim Director, mentioned that DCCCHS employees are unselfish people and always have a positive attitude, and they are very fortunate to have Brenda Milo work for DCCCHS.

Crystal Pena, Vice-President, thanked Brenda Milo for all of her hard work and let her know that her work does not go unnoticed.

Mr. Nunez introduced two students for the student spotlight, Jasmine Ramirez, DCCCHS Student, and Richard Chavez, DCCCHS Student. Richard Chavez introduced himself and mentioned that he chose Deming Cesar Chavez Charter High School because he heard that students are treated like family, and the teachers work hard to help them advance. Richard mentioned that he will be graduating with the class of 2021 and that he loves that everyone is treated like family at Deming Cesar Chavez Charter High School.

Jasmine Ramirez introduced herself and mentioned that she is happy that she chose Deming Cesar Chavez Charter High School because the teachers are very helpful. She has completed most of her classes and hopes to graduate and go to college to become a pharmacist.

Mr. Nunez mentioned that Jasmine Ramirez and Richard Chavez both participate in the work-study program through DCCCHS, and their employers are pleased with their work performance.

Angie Martinez, DCCCHS Job Coach, mentioned that Jasmine Ramirez and Richard Chavez are both hardworking, punctual, and are always complimented for their excellent work performance.

Crystal Pena, Vice-President, welcomed Jasmine Ramirez and Richard Chavez to the Deming Cesar Chavez Charter High School Family and encouraged them to continue to reach their dreams.

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

- Audit Committee: The Academic Committee did not meet. No information is available.
- Finance Committee: The Finance Committee did not meet. No information is available.
- School Planning/Academic: The School Planning Committee met. In attendance were Noel Nunez, Interim Director, and Crystal Pena, Vice-President, and discussed the following:
  - School Re-Entry Plan

### **IV. Discussion/Action Items**

- A. \*Seating/Oath of Commitment of New Governing Council Member: Crystal Pena, Vice-President, recited the Oath of Commitment with Barbara Reedy and Ms. Reedy accepted the commitment to Deming Cesar Chavez Charter High School.
- B. \*Election of Officers: Governing Council Members conducted an election for DCCCHS Governing Council President, Vice-President, Treasurer, and Secretary.
  - Crystal Pena was nominated for President. *Crystal Pena accepted the nomination.*
  - Nick Perez was nominated for Vice-President. *Nick Perez accepted the nomination.*
  - Britney Valdez was nominated for Treasurer. *Britney Valdez accepted the nomination.*
  - Neima Higuera was nominated for Secretary. *Neima Higuera accepted the nomination.*

**Motion was made by Neima Higuera, Secretary, to APPROVE the Election of Officers to the members as assigned; seconded by Barbara Reedy, Member. MOTION CARRIED 5-0.**

- C. Community School Food Distribution Report: Angie Martinez, Food Distribution Coordinator, presented the Food Distribution Report to the Governing Council Members. *(Please see attached Food Distribution Update from Mrs. Martinez.)*
- D. \*Budget Adjustment Request – SEG \$1,821.00: Chris Masters, Business Manager, informed the Governing Council Members about the 40-day State Equalization Guarantee adjustment.

**Motion was made by Nick Perez, Member, to APPROVE the Budget Adjustment Request for the State Equalization Guarantee for \$1,821.00; seconded by Barbara Reedy, Member. MOTION CARRIED 5-0.**

- E. \*Approval of School Re-Entry Plan: Noel Nunez, Interim Director, recommended to the Governing Council Members to approve the School Re-Entry Plan for students to return to a Hybrid Model beginning March 23<sup>rd</sup> and that the New Mexico Public Education Department has approved the Hybrid Plan and believes that DCCCHS Staff are prepared and capable of returning to the hybrid setting. Mr. Nunez presented the Hybrid Plan with the A & B cohorts (in-person, remote), bell schedule, and A & B lunch schedules. Mr. Nunez mentioned that adjustments would be made to Hybrid Model as needed. He will keep the Governing Council Members updated at every monthly Board Meeting during the Director's Report. *(Please see attached Bell Schedule & Cohort Schedule.)*

**Motion was made by Britney Valdez, Treasurer, to APPROVE the School Re-Entry Plan; 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. Time and Content for the Next Governing Council Meeting:  
Special Board Meeting – March 30, 2021 Agenda Items**

- **Executive Session – Director's Evaluation**
- Board Meeting – March 9, 2021 Agenda Items**
  - **GC Committee Assignments**
  - **2021-2022 School Calendar**
  - **Director's Evaluation**

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

**VIII. Next Scheduled Meeting:**

Special Meeting/March 30, 2021/Via Zoom/6:00 P.M.  
Regular Meeting/April 13, 2021/Via Zoom/6:00 P.M.

**IX. \*Adjournment:**

**Motion was made by Neima Higuera, Secretary, to ADJOURN the meeting at 7:24 p.m.; seconded by Nick Perez, Member. MOTION CARRIED 5-0.**