

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

**July 13, 2021**

**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 July 13, 2021, at 6:12 p.m. in Deming, New Mexico, in the DCCCHS Room #14. The following Governing Council members attended: Crystal Pena (President) *Present*, Nick Perez (Vice-President) *Present*, Britney Valdez (Treasurer) *Absent*, and Barbara Reedy (Member) *Present*. Also present were Noel Nunez (Interim Director), 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, President, called the meeting to order at 6:12 p.m. The pledge of allegiance was recited.

B. Roll Call was conducted, and a quorum was established 3/5.  
Britney Valdez - *Absent*

C. Reading of the Mission Statement.

D. \*Adoption of the Agenda:

**Motion was made by Barbara Reedy, Member, to ADOPT the Agenda as is; seconded by Nick Perez, Vice-President. MOTION CARRIED 3-0.**

E. \*Meeting Minutes Review/Approval for June 8, 2021, June 15, 2021, and June 22, 2021:

**Motion was made by Nick Perez, Vice-President, to APPROVE the June 8, 2021, June 15, 2021, and June 22, 2021 meeting minutes as presented; seconded by Barbara Reedy, Member. MOTION CARRIED 3-0.**

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

Time Limit 15 minutes' total

No Public Comment.

**III. Staff/Student Spotlight**

Noel Nunez, Director, informed the Governing Council members that when students and staff return from summer vacation, the staff and student spotlight will resume.

**IV. \*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 Barbara Reedy, Member, to GO INTO Executive Session at 6:18 p.m. to discuss Personnel Matters; seconded by Nick Perez, Vice-President. MOTION CARRIED 3-0.**

**Roll Call into Executive Session**

<b>Crystal Pena, President</b>	<b>Present</b>
<b>Nick Perez, Vice-President</b>	<b>Present</b>
<b>Britney Valdez, Treasurer</b>	<b>Absent</b>
<b>Barbara Reedy, Member</b>	<b>Present</b>

**Motion was made by Barbara Reedy, Member, to COME OUT of Executive Session at 6:53 p.m.; seconded by Nick Perez, Vice-President. MOTION CARRIED 3-0.**

**Roll Call out of Executive Session**

<b>Crystal Pena, President</b>	<b>Present</b>
<b>Nick Perez, Vice-President</b>	<b>Present</b>
<b>Britney Valdez, Treasurer</b>	<b>Absent</b>
<b>Barbara Reedy, Member</b>	<b>Present</b>

**No action was taken.**

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

- Audit Committee: Audit 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/Academic Committee met on July 13<sup>th</sup> and in attendance were Noel Nunez, Director, and Crystal Pena, President. The following items were discussed:
  - Mission Statement Revision
  - Graduation Requirements
  - Graduation for the Class of 2020 on July 29<sup>th</sup> at 10:00 a.m. Learning Center
  - Student Orientation on August 2<sup>nd</sup>
  - Staff Professional Development July 26-29
  - Students Return to School August 3<sup>rd</sup>
  - Recruitment of Students

**VI. Discussion/Action Items**

- A.** Community Schools 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.*)
- B.** Governing Council Recruitment: Crystal Pena, President, informed the Governing Council Members of the Letter of Interest and Resume that were received from an Interested Applicant. The Governing Council Members reviewed the Letter of Interest and Resume provided in their Board Packets and agreed to reach out to the interested applicant and extend an invitation to attend the next Board Meeting.

- C. \*Approval of Budget Adjustment Request – IDEA B 24106 (\$26,723): Chris Masters, Business Manager, presented a Budget Adjustment Request for IDEA B 24106 for the amount of \$26,723.00 for the allocation of Contractual Services and Instructional Assistant for the 2021-22 School Year.

**Motion was made by Nick Perez, Vice-President, to APPROVE the Budget Adjustment Request for IDEA B 24106 for \$26,723.00; seconded by Barbara Reedy, Member. MOTION CARRIED 3-0.**

- D. \*Waiver of Policy BDA: The Governing Council Members reviewed the Policy BDA- Nepotism, and agreed to waive the Policy and set up an Interview Committee to conduct interviews with the interested applicants and make a recommendation, with the exception that Noel Nunez, Director, will exclude himself from conducting any interviews and making any recommendations.  
Barbara Reedy, Member, grants to waive the Policy BDA.  
Nick Perez, Vice-President, grants to waive the Policy BDA and conduct interviews of all interested applicants.  
Crystal Pena, President, grants to waive the Policy BDA.

**Motion was made by Barbara Reedy, Member, to APPROVE to waive the Policy BDA (Nepotism); seconded by Nick Perez, Vice-President. MOTION CARRIED 3-0.**

**VII. 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.*)

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

**Board Meeting – August 10, 2021, Agenda Items**

- **Selection and Recommendation of Governing Council Member**
- **Financial Report**
- **Approval of Mission Statement**

- IX. Board Meeting Evaluation:** Governing Council Members agreed that the meeting went well with good, active discussion.

**X. Next Scheduled Meeting:**

Regular Meeting/August 10, 2021/DCCCHS Room #14/6:00 P.M.

**XI. \*Adjournment:**

**Motion was made by Barbara Reedy, Member, to ADJOURN the meeting at 7:42 p.m.; seconded by Nick Perez, Vice-President. MOTION CARRIED 3-0.**