

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

August 10, 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 August 10, 2021, at 6:04 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) *Present*, and Barbara Reedy (Member) *Present*. Also present were Noel Nunez (Director), Chris Masters (Business Manager), and Viviana Porras (Administrative Assistant). 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 6:04 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 Barbara Reedy, Member, to ADD Letter E. NMASBO 2021 Fall Conference under Discussion Items; seconded by Nick Perez, Vice-President. MOTION CARRIED 4-0.

- E. *Meeting Minutes Review/Approval for July 13, 2021:

Motion was made by Nick Perez, Vice-President, to APPROVE the July 13, 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
No Public Comment.

III. Staff/Student Spotlight

Noel Nunez, Director, introduced Lynne Hutchison, DCCCHS SPED Teacher, to the Governing Council Members.

Lynne Hutchison, DCCCHS SPED Teacher, introduced herself and explained her role as a SPED Teacher at DCCCHS. Mrs. Hutchison mentioned that before she began working for DCCCHS, she was told that it is where the bad kids go, and that has not been the case. The kids are grateful and appreciative to have a second chance. Mrs. Hutchison expressed that she is grateful to be a part of a big and diverse Family at DCCCHS.

Noel Nunez, Director, introduced Jose Aguirre, DCCCHS Student and Ethan Ruiz, DCCCHS Student, to the Governing Council Members.

Jose Aguirre, DCCCHS Student, mentioned that he enjoys attending DCCCHS and that everyday is a great day.

Ethan Ruiz, DCCCHS Student, mentioned that he chose to enroll at DCCCHS because he heard many great things about the school and has enjoyed it.

Crystal Pena, President, thanked each one for their participation in the Staff and Student Spotlight and mentioned that she is excited to have them as part of the Family.

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

- **Audit Committee:** Chris Masters, Business Manager, and Noel Nunez, Director, attended the Audit Entrance Meeting on August 2nd and discussed the following:
 - GASB 87 and GASB 89 – new guidance and requirements for leases.
 - The onsite Audit with Carr, Riggs & Ingram begins the first two weeks in September and expects an Audit Draft to be completed by mid-October. Final report coming after Exit Interview in Early November.
- **Finance Committee:** The Finance Committee met on August 10th, at 4:30 p.m., and the following were in attendance: Chris Masters (Business Manager), Noel Nunez (Director), Barbara Reedy (Member), Britney Valdez (Treasurer), Violeta Bustamante (Dean of Students) and Claudia Vasquez (Staff Member). They discussed the following:
 - Financial Status and Outlook
 - Procurement – Check Listing Report and Bank Reconciliation
 - Updates and Status – Financial Update, YCC Update, Facility Update (Portables)
 - File Observation and FC Audit – Journal Entry Approval and File Review
- **School Planning/Academic:** The School Planning/Academic Committee met on August 6th and in attendance were Noel Nunez, Director, and Crystal Pena, President. They discussed the following:
 - Attendance Clerk Position
 - Thanksgiving Event
 - Easter Event

V. 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.** *Recommendation/Selection of New Governing Council Member: Crystal Pena, President, introduced Mr. Tyler Massey, an interested applicant for the Governing Council vacancy. Ms. Pena made a recommendation to select Mr. Massey to fill the vacancy. The Governing Council Members agreed to select Mr. Massey as the new Governing Council Member. The Governing Council Members congratulated Mr. Massey and welcomed him on board.
Mr. Massey expressed his appreciation for the opportunity and mentioned that he has heard many good things about DCCCHS and what it offers to the students.

Motion was made by Barbara Reedy, Member, to APPROVE the Selection/Recommendation of New Governing Council Member, Tyler Massey; seconded by Britney Valdez, Treasurer.

MOTION CARRIED 4-0.

C. *Seating/Oath of Commitment of New Governing Council Member: Crystal Pena, President, recited the Oath of Commitment with Tyler Masey. Mr. Massey accepted the commitment to the DCCCHS Governing Council.

D. *Approval of Mission Statement: Noel Nunez, Director, made a recommendation to table the Mission Statement until the next meeting.

Motion was made by Barbara Reedy, Member, to TABLE the Mission Statement until the next meeting; seconded by Britney Valdez, Treasurer. MOTION CARRIED 4-0.

E. NMASBO 2021 Fall Conference: The Governing Council Members discussed the NMASBO 2021 Fall Conference on September 15-17. Chris Masters, Business Manager, mentioned that he would like all GC Members to attend the Spring Budget Conference since it offers more information for GC Members.

VI. 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.)*

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

Board Meeting – September 14, 2021, Agenda Items

- Selection and Recommendation of Governing Council Member
- Mission Statement
- Fixed Assets
- Approval of Change of Credit Requirements

VIII. Board Meeting Evaluation: Governing Council Members agreed that the meeting consisted of good information.

IX. Next Scheduled Meeting:

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

X. *Adjournment:

Motion was made by Barbara Reedy, Member, to ADJOURN the meeting at 7:20 p.m.; seconded by Britney Valdez, Treasurer. MOTION CARRIED 4-0.