

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

**April 12, 2022**

**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 April 12, 2022, at 6:00 p.m. in Deming, New Mexico, Room #14. The following Governing Council members attended: Crystal Peña (President), *Present via-zoom*, Tyler Massey (Vice-President), *Present via zoom*, Britney Valdez (Treasurer), *Present via zoom*, Nick Perez (Secretary) *Absent*, and Barbara Reedy (Member) *Present via-zoom*. Also present were Noel Nuñez (Director) *via-zoom* and Chris Masters (Business Manager) *via-zoom*. See the sign-in sheet for others who attended.

**I. Call Meeting to Order** – Crystal Peña, presiding.

A. Crystal Peña, 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.  
Nick Perez – *Absent*

C. Reading of the Mission Statement.

D. \*Adoption of the Agenda:

**Motion was made by Tyler Massey, Vice-President, to ADOPT the Agenda as presented; seconded by Britney Valdez, Treasurer. MOTION CARRIED 4-0.**

E. \*Meeting Minutes Review/Approval for March 8, 2022:

**Motion was made by Tyler Massey, Vice-President, to APPROVE the March 8, 2022 meeting minutes as presented; seconded by Barbara Reedy, Member. MOTION CARRIED 4-0.**

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

Time Limit 15 minutes total

**III. Staff/Student Spotlight**

Noel Nuñez, Director, introduced Claudia Vasquez, DCCCHS Registrar, for the Staff Spotlight.

Claudia Vasquez, DCCCHS Registrar, introduced himself and explained her role at DCCCHS. Ms. Vasquez mentioned that she has been working for DCCCHS for nine years and is grateful to support the students reach their goal of graduating, and she could not ask for a better place to work. Ms. Vasquez mentioned that she enjoys her DCCCHS family.

Crystal Peña, President, expressed her appreciation to Ms. Vasquez for her hard work and dedication and all that she does for DCCCHS.

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

- Audit Committee: The Audit Committee did not meet. No information is available.
  
- Finance Committee: The Finance Committee met on April 11, 2022, and the following were in attendance: Chris Masters (Business Manager), Barbara Reedy (Member), Claudia Vasquez (Registrar), and Noel Nuñez (Director). The following was discussed:
  - Financial Status and Outlook – *Financial Report Attached*
  - Procurement – Check Listing Report, Bank Reconciliation, and Purchase Orders
  - Updates and Status – Financial Update – Legislative Update, SBWS Update  
Facility Update - Portables and Concrete  
CAT 1 update, CAT 2 update -completed
  - File Observation and FC Audit – Journal Entry Approval and File Review
  
- School Planning/Academic: The School Planning Committee is currently working on the following items:
  - Student Testing – SAT’s
  - Prom Gala April 14<sup>th</sup>
  - Field Trip Catwalk May 12<sup>th</sup>
  - DCCCHS Senior Night May 18<sup>th</sup>
  - DCCCHS Graduation May 19<sup>th</sup>
  - DWI Presentation to DCCCHS Students

**V. Discussion/Action Items**

- A. Community Schools Food Distribution Report: Angie Martinez-Lopez, Food Distribution Coordinator, presented the Food Distribution Report to the Governing Council Members. (*Please see attached Food Distribution Update from Mrs. Martinez-Lopez.*)
  
- B. School Law Conference June 2-4/Albuquerque, NM: The Governing Council Members were informed about the School Law Conference, June 2<sup>nd</sup>- 4<sup>th</sup> in Albuquerque, NM. The Governing Council Members were asked to contact Viviana Porrás if they are interested in attending the conference.
  
- C. Technology Services Alternatives: Chris Masters, Business Manager, informed the Governing Council Members that he has been in contact with potential replacements for Technology Services since Deming Public Schools will no longer be able to provide these services. Mr. Masters has contacted Southwest Regional Educational Cooperative (SWREC) and Elite, and he is very enthusiastic about the opportunity and services they can provide. SWREC will be able to provide onsite training as well as ESports development.
  
- D. \*Approval of MOU - Transportation: Noel Nuñez, Director, presented the Transportation MOU to the Governing Council Members. Mr. Nuñez explained that

the MOU remains the same. DCCCHS is fortunate to have this service provided by Deming Public Schools and recommended approving the Transportation MOU. *(Please see the Transportation MOU attached.)*

**Motion was made by Tyler Massey, Vice-President, to APPROVE the 2022-23 Transportation MOU; seconded by Britney Valdez, Treasurer. MOTION CARRIED 4-0.**

- E. \*Approval of DCCCHS 2022-23 Calendar: Noel Nuñez, Director, presented the DCCCHS 2022-23 Calendar to the Governing Council Members. Mr. Nuñez explained that DCCCHS tries to follow the Deming Public Schools calendar as much as possible due to transportation and student nutrition needs. Mr. Nuñez made a recommendation to approve the DCCCHS 2022-23 Calendar. *(Please see the DCCCHS 2022-23 Calendar attached.)*

**Motion was made by Barbara Reedy, Member, to APPROVE the DCCCHS 2022-23 Calendar; seconded by Britney Valdez, Treasurer. MOTION CARRIED 4-0.**

- F. \*Approval of Budget Adjustment Request for One Quarter Salary increase Three Percent: Chris Masters, Business Manager, informed the Governing Council Members about the appropriation based on legislation for a three percent salary increase for one-quarter of the annual salaries this current year, 2021-22. Mr. Masters answered questions from the Governing Council Members related to the increase and reassured them that this is only for the 2021-22 school year.

**Motion was made by Barbara Reedy, Member, to APPROVE the Budget Adjustment Request for the one quarter salary increase of three percent; seconded by Tyler Massey, Vice-President. MOTION CARRIED 4-0.**

**VI. Director's Report:**

Noel Nuñez 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 – May 10, 2022, Agenda Items**

- Budget Adjustment Requests
- National Charter Schools Conference 2022

**VIII. Board Meeting Evaluation:** Governing Council Members agreed that the meeting went well with good discussion.

**IX. Next Scheduled Meeting:**

Regular Meeting/May 10, 2022/DCCCHS Room #14/6:00 P.M.

**X. \*Adjournment:**

**Motion was made by Tyler Massey, Vice-President, to ADJOURN the meeting at 7:49 p.m.; seconded by Barbara Reedy, Member. MOTION CARRIED 4-0.**