



# Pecos Independent School District

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## School Board

**Harold J. Garcia**, President  
**Victor Ortiz Jr.**, Vice-President  
**Michael Flores Sr.**, Secretary  
**Paul C de Baca Sr.**, Member  
**David Ortiz**, Member

## Administration

**Fred Trujillo**,  
Superintendent  
  
**Brenda Gallegos**,  
Director of Finance

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**BOARD MEETING AGENDA  
PECOS BOARD OF EDUCATION  
REGULAR MEETING  
JANUARY 23, 2018  
PECOS SCHOOLS BOARD ROOM  
PECOS, NM  
6:00 PM**

### **PLEDGE OF ALLEGIANCE**

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. PUBLIC COMMENTS**
- 4. GOLDEN PANTHER AWARD RECIPIENTS PRESENTATION**
- 5. GOLDEN PANTHER SCHOLARSHIP FINALIZATION**
- 6. 4-DAY WEEK DISCUSSION**
- 7. UNIT/DIRECTOR REPORTS**
- 8. BUSINESS REPORT**
  - A.** Financial Status
- 9. CONSENT AGENDA**
  - B.** Check Register for Month of December 2017
  - C.** Cash Transfer(s), BARS (if any) and Journal Entries
  - D.** Minutes of Regular Board Meeting-December 19, 2017
  - E.** Minutes of Work Session-January 9, 2018
- 10. SUPERINTENDENT'S REPORT**
- 11. POLICY**
  - F.** 2<sup>nd</sup> Reading-Tobacco Policy
- 12. ACTION ITEMS**
  - G.** Tobacco Policy
  - H.** DACA Resolution
  - I.** Superintendent Contract
- 13. OTHER**

#### **14. ADVANCE PLANNING**

- Board Work Session-February 6, 2018, 3:30 pm, Pecos Schools Board Room
- NMSBA Board Member Institute-February 8-10, 2018, Eldorado Hotel, Santa Fe, NM
- Regular Board Meeting-February 20, 2018, 6:00 pm, Pecos Schools Board Room
- NSBA Annual Conference-April 6-9, 2018, San Antonio, TX

#### **ADJOURNMENT**

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 PECOS BOARD OF EDUCATION  
 PECOS INDEPENDENT SCHOOL DISTRICT  
 PECOS SCHOOLS BOARD ROOM  
 PECOS, NEW MEXICO  
 JANUARY 23, 2018  
 6:00 P.M.

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## **MINUTES**

**Regular Meeting  
Pecos Board of Education  
Pecos Independent School District  
Pecos, New Mexico  
Pecos Schools Board Room  
Pecos, NM  
January 23, 2018  
6:00 P.M.**

### **PLEDGE OF ALLEGIANCE**

### **CALL TO ORDER**

The Board President, Mr. Harold J. Garcia called the meeting to order @ 6:02 p.m.

### **MEMBERS PRESENT**

Mr. Harold J. Garcia, Board President  
Mr. Victor Ortiz Jr., Board Vice-President  
Mr. Michael Flores Sr., Board Secretary  
Mr. Paul C de Baca Sr., Board Member  
Mr. David Ortiz., Board Member  
Mr. Fred Trujillo, Superintendent

### **MEMBERS ABSENT**

None

### **OTHERS PRESENT**

Jamie Arthur	June Varela-Armijo	Charles Vigil	Jorge Sotelo
Esmeralda Castillo	Saul Sotelo	Carmen Maldonado	Sadie Maldonado
Jessica Maldonado	Evelyn Ortega	Denise Varela	Emma Varela
Linda Varela	Ernesto Varela	Nicole Besser	Fredalene Vigil
Mary Anne Vigil	Brenda Gallegos	Melissa T. Valencia-Flores	

## **APPROVAL OF AGENDA**

Vice President V Ortiz motioned to approve the amended agenda-include Executive Session as Item #12 to follow Policy, seconded by Member C de Baca. Motion carried unanimously, 5-0.

## **PUBLIC COMMENTS**

Ms. Nicole Besser announced her presence as a Twenty-Four-Seven New Mexico Campaign Representative/Program Manager and mentioned previous representation. She alluded to the voting of the updated policy, reporting the revision meets the state standards and comprehensive standards from the Department of Health. She encouraged supporting the policy adoption and expressed appreciation for the commitment to the health of students, staff and visitors of PISD. Ms. Besser provided a flyer outlining the resources the campaign will provide, upon policy adoption. She thanked district personnel & showed gratitude for the efforts in ensuring students, staff and visitors are going to be in 100% tobacco free policy. She highlighted on other school districts who have or are in process of meeting the standard and showed gratitude for the time.

Ms. Fredalene Vigil introduced herself, declared her candidacy for Mayor of the Village of Pecos and presented her education background. She discussed her political stance, giving emphasis on uniting the community for children, who are the future. She spoke of her hopes in working together with other organizations/entities, the School Board, who are focused on uniting the community. Ms. Vigil conveyed her appreciation for support and announced the date of election.

Member C de Baca inquired on the scheduling of a public forum. Ms. Vigil responded to the inquiry, briefing on the plan, extending an invitation to attend and noted the Pecos Business Association is spearheading the initiative.

Superintendent Trujillo reported on an Application for Use of School Facilities & Equipment Request submission, briefed on the approval process and mentioned the date of use & equipment requested.

## **GOLDEN PANTHER AWARD RECIPIENTS PRESENTATION**

Superintendent Trujillo conveyed Administrators were not in attendance, gave reason for their absence and informed he would present the awards, reading the recognitions submitted by Administrators.

Superintendent Trujillo named Aracelli Terraza as the high school recipient, who was not present. He highlighted on traits students must exemplify. He indicated Ms. Terrazas may not be the most vocal student, acknowledging her actions speak for themselves. Superintendent Trujillo recognized

her kindness & caring nature towards others and her willingness to always help a fellow student. He pointed out she maintains a high grade point average and strives to be the best she can be. He noted her calm demeanor is greatly admired and stated she brings her best to school.

Superintendent Trujillo announced Jorge Sotelo as the middle school recipient, calling attention to his familiarity with his perfect attendance recognition. He stated Mr. Sotelo is an excellent class representative and demonstrates all of the characteristics to be recognized in the Golden Panther Award. He noted he is an honor student, who maintains a high GPA and revealed he has perfect attendance thus far. Superintendent Trujillo recognized his classroom ethics, display of respect and acknowledged students seek his help in the class due to his knowledge and willingness to assist his peers. He pointed out he has earned the highest amount of points in the Accelerated Reader Program for 6<sup>th</sup> Grade Students and the second highest in the middle school. Superintendent Trujillo announced he won a recent PMS Spelling Bee, a reflection of his learning & diligence in reading and is highly motivated to read as much as possible. He implied he is a great student, role model, great person to be in the presence of and is well deserving of the award.

Superintendent Trujillo revealed Emma Varela as the elementary recipient. He reported she is a devoted & faithful Pecos Panther and has an amazing personality. He conveyed she works extremely hard on her assignments and is never afraid to ask for help. He recognized her willingness to help in any way possible, pointed out she is always smiling and possesses a positive attitude. Superintendent Trujillo stated she is a respectful young lady with a heart of gold.

Superintendent Trujillo stated Ms. June Varela has been selected as the staff recipient. He recognized her willingness to assist throughout the district when & where needed, to include helping students and staff alike. He conveyed she coordinates the Transportation Department; ensuring students get to & from their destination safely and has taken on the responsibility of the Athletic Department Secretary. Superintendent Trujillo acknowledged her job is difficult and stated her organization assists her to manage the tasks accordingly. He pointed out she goes above & beyond the call of duty, expressed appreciation for her efforts and congratulated her.

Superintendent Trujillo noted recognition of the recipients is displayed on the marquee. He congratulated all recipients and encouraged them to continue with the great work. He asked parents & family members to be proud of their achievements and declared recipients are truly some of the best employees and students we have in Pecos.

## **GOLDEN PANTHER SCHOLARSHIP FINALIZATION**

Superintendent Trujillo reported in past meetings scholarship requirements were finalized and stated the intent of the discussion, to determine the amounts of the scholarship(s). He presented his recommendation, based on the amount that has been deposited for the initiative and suggestion for any other donations that may be made. He stated requirements feedback had not been received;

therefore he would forward the correspondence to high school personnel for distribution to Graduating Seniors.

Vice President V Ortiz requested explanation of initiative, for the public. Superintendent Trujillo responded, reporting on the implementation and purpose of the Golden Panther Scholarship. He briefed on the criteria, application and selection process

#### **4-DAY WEEK DISCUSSION**

Superintendent Trujillo noted the instructional calendar has been discussed in the past. He mentioned the number of school districts on a 4-Day Week Calendar and named districts considering. He briefed on his discussion with the Cobre Superintendent, the last school district to implement the 4-Day Week. Superintendent Trujillo discussed the distribution of past and present surveys and highlighted on the results, reviewing the latest-parent based only. He presented his recommendation on the matter; parent & staff informational meetings. He mentioned savings other districts have incurred with the implementation and briefed on how it would impact the district's budget. Superintendent Trujillo noted a 4 & 5 Day Calendar will be produced and presented to the Board for approval.

Vice President V Ortiz advised on providing parents & community adequate information on the proposed idea. Superintendent Trujillo mentioned his plan for developing an information sheet. He invited teachers in attendance to provide site feedback.

#### **UNIT/DIRECTOR REPORTS**

Member C de Baca inquired on the recent Random Drug Testing. Superintendent Trujillo replied to the inquiry, reporting it was the first round and the number of students chosen. He explained the selection process, outlined the sequence of events and stated results have been received.

Vice President V Ortiz inquired on the participation of students. Superintendent Trujillo responded to the inquiry, stating the entire student body is included in the selection process and noted only students participating in athletics can be tested.

Secretary Flores inquired on the completion of the Pecos Valley Medical Center Site Clinic. Superintendent Trujillo replied to the inquiry, giving a projected timeframe.

President Garcia encouraged School Board participation in the upcoming Homecoming Parade.



Superintendent Trujillo pointed out the Drama Club will be performing Of Mice and Men, announced the performance schedule and recommended attending. He announced the recognition of the Boys & Girls Cross Country Team at the Legislature Senate Chambers, extended an invitation and stated the time.

## **BUSINESS REPORT**

### **FINANCIAL STATUS**

Ms. Brenda Gallegos, Finance Director announced the Bank Reconciliation is the Quarterly Report submitted to the New Mexico Public Education Department. She reported all Request for Reimbursements and Federal & State Funds have been submitted. She summarized the Payroll and Accounts Payable Report, Check Register for the Month of December 2017, Cash Transfers/BAR's, Internal BAR's and Journal Entries.

### **CONSENT AGENDA**

Check Register for the Month of December 2017  
Cash Transfer(s), BAR'S (if any) and Journal Entries  
Minutes of the Regular Board Meeting-December 19, 2017  
Minutes of the Work Session-January 9, 2018

Based on the Superintendent's recommendation, Vice President V Ortiz moved to approve the Check Register for the Month of December 2017, Cash Transfer(s), Journal Entries, Minutes of the Regular Board Meeting-December 19, 2017 and the Minutes of the Work Session-January 9, 2018, seconded by Secretary Flores. Motion carried unanimously.

### **SUPERINTENDENT'S REPORT**

Superintendent Trujillo noted his report was also presented and offered to answer any questions.

Vice President V Ortiz pointed out the districts ACT Academic Growth increase. Superintendent Trujillo reviewed the report, presenting the points increase in detail-to include the composite score, for students who took the assessment the previous school year. He announced the ACT Composite Score is at the highest rate that's been received since 2013 and mentioned the next assessment administration will take place in April.

Vice President V Ortiz asked if the Illuminate Assessment is in reparation for the PARCC Test. Superintendent Trujillo answered the question, acknowledging the assessment is the short

term/formative that is used. He remarked on its alignment through Common Core, briefed on results received thus far and presented his point of view on the correlation with PARCC.

President Garcia informed of his request to generate a Transportation Report & Calendar for the use of the Superintendents vehicle.

Superintendent Trujillo noted the distribution of the Legislative Update, briefed on his attendance and gave an Education Hearings/Bills update.

## **POLICY**

- 2<sup>nd</sup> Reading-Tobacco Policy

## **ACTION ITEMS**

### TOBACCO POLICY

Based on Superintendent Trujillo's recommendation, Vice President V Ortiz moved to approve the Tobacco Policy as presented, seconded by Secretary Flores. Motion carried unanimously, 5-0.

### DACA RESOLUTION

Superintendent Trujillo read the DACA Resolution. Based on his recommendation, Vice President V Ortiz moved to approve the DACA Resolution as presented, seconded by Secretary Flores. Motion carried unanimously, 5-0.

## **EXECUTIVE SESSION**

At, 7:01 p.m., Member C de Baca made a motion to enter into executive session to discuss limited personnel matters pertaining to Superintendent's Contract and/or pending litigation as per *NM Statutes Article 15 Open Meetings 10-15-1 Subparagraph H (2 & 7)*, seconded by Vice President V Ortiz. Action item as a result of executive session if necessary. Motion carried unanimously, 5-0.

At 8:40 p.m., Secretary Flores made a motion to reconvene from executive session, seconded by Vice President V Ortiz. Motion carried unanimously, 5-0.

## **ACTION ITEMS**

### SUPERINTENDENT CONTRACT

Based on President Garcia's recommendation, Secretary Flores moved to extend the Superintendent's Contract by one year, starting date July 1, 2018, contract ending June 30, 2021-SY 2020-2021 and amend Paragraph #8-Supeintendents utilization of the district's vehicle, to include the allowance of family members into the contract, seconded by Vice President V Ortiz. Motion carried as follows: D Ortiz-abstained, P C de Baca-no, M Flores=yes, V Ortiz=yes and H Garcia=yes, motion passes 3-1-0.

Member C de Baca commented on his vote and presented his recommendation, remaining-to keep the two year contract.

Vice President V Ortiz expressed his desire for the Superintendent to continue improve and noted his intent to meet with him and inform him of concerns to address. He commented on open communication, as a leader and for the better of the district.

Member C de Baca commented on President Garcia's role to consider his recommendation by calling for any additional motions. President Garcia noted he (Mr. Garcia) could have presented the opportunity for any other recommendations.

Superintendent Trujillo conveyed he needed to be informed of concerns and requested they are not presented through anonymity.

Superintendent Trujillo reported the letter of concern presented to the Board has been addressed, with documentation on file. Determination was made topic of discussion will be listed on the upcoming Work Session Agenda.

## **EXECUTIVE SESSION**

At, 9:01 p.m., Vice President V Ortiz made a motion to re-enter into executive session to discuss a personnel issue, limited personnel matters and/or pending litigation as per *NM Statutes Article 15 Open Meetings 10-15-1 Subparagraph H (2 & 7)*, seconded by Secretary Flores. Action item as a result of executive session if necessary. Motion carried unanimously, 5-0.

At 9:09 p.m., Secretary Flores made a motion to reconvene from executive session, seconded by Vice President V Ortiz. Motion carried unanimously, 5-0.

**OTHER**

**ADVANCE PLANNING**

- Board Work Session-February 6, 2018, 3:30 pm, Pecos Schools Board Room
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**ADJOURNMENT**

At 9:12 p.m., Vice President V Ortiz moved to adjourn the meeting, seconded by Member C de Baca. Motion carried unanimously, 5-0. Minutes approved and signed on this 20<sup>th</sup> day of February 2018.

  
HAROLD J. GARCIA, PRESIDENT

ATTEST:   
MICHAEL FLORES SR., SECRETARY