



# 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  
FEBRUARY 20, 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. SPELLING BEE CHAMPION RECOGNITION**
- 6. FY17 AUDIT REPORT**
- 7. 4-DAY/5-DAY DAY WEEK CALENDAR DISCUSSION**
- 8. UNIT/DIRECTOR REPORTS**
- 9. BUSINESS REPORT**
  - A.** Financial Status
- 10. CONSENT AGENDA**
  - B.** Check Register for Month of January 2018
  - C.** Cash Transfer(s), BARS (if any) and Journal Entries
  - D.** Minutes of Regular Board Meeting-January 23, 2018
- 11. SUPERINTENDENT'S REPORT**
- 12. POLICY**
- 13. ACTION ITEMS**
  - E.** Approval/Disapproval of FY17 Audit
  - F.** Excellence for Student Achievement Award
  - G.** Comprehensive Support and Intervention Assurances
  - H.** Targeted Support and Intervention Assurances
- 14. OTHER**

## **15. ADVANCE PLANNING**

- Board Work Session-March 13, 2018, 3:30 pm, Pecos Schools Board Room
- Regular Board Meeting-March 27, 2018, 6:00 pm, Pecos Schools Board Room
- NSBA Annual Conference-April 6-9, 2018, San Antonio, TX

## **ADJOURNMENT**

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 PECOS INDEPENDENT SCHOOL DISTRICT  
 PECOS SCHOOLS BOARD ROOM  
 PECOS, NEW MEXICO  
 FEBRUARY 20, 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  
February 20, 2018  
6:00 P.M.**

### **PLEDGE OF ALLEGIANCE**

### **CALL TO ORDER**

The Board President, Mr. Harold J. Garcia called the meeting to order @ 6:03 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**

J J Griego	Brenda Gallegos	Debra Sena-Holton	Simon Miera
Jorge Sotelo	Esmeralda Castillo	Eric Roybal	Laurie Vigil
Will Varela	Ernestine Romero	Frances Romero	Paul Romero
Kimberly Romero	Doris Chavez	Christal Chavez	Lora Montoya
Arthur Montoya	Joshua Montoya	Jodaiah Padilla	Joe Padilla
Theresa Padilla	Jenee Rivera-Sipes	Taylor Sipes	Skye Sipes
Bryan Sipes	Navaeh Rivera	Esperanza Baca	Justin Baca
Robert Baca	Berna C. Baca	Brenda Archuleta	Maria Archuleta

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February 20, 2018  
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Carla Enriquez            Gloria Ruiz            Michael Lister            Mel Rael  
Melissa T. Valencia-Flores

**APPROVAL OF AGENDA**

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

**PUBLIC COMMENTS**

None

**GOLDEN PANTHER AWARD RECIPIENTS PRESENTATION**

Principals announced award recipients, highlighted on attributes that deemed the individual deserving of the award and presented them with a recognition plaque. The Golden Panthers recognized were James Romero Varela, Fernando Gutierrez, Joshua Montoya and Berna Baca.

Superintendent Trujillo pointed out the Panther Portrait on display, a donation by Mr. & Mrs. John Glen Vigil. On behalf of the district, he congratulated recipients and expressed appreciation for their efforts. He remarked on the monthly recognition, the positive influence of the gesture/expression and conveyed the initiative is one of many outstanding things happening in the district. He thanked parents, friends and family present for what they do in supporting PISD schools and their students.

Superintendent Trujillo briefed on the recommendation of a student participating in Board activities and announced the presence of Jonathan Baca, as the partaker. He reported Mr. Baca is very active and involved in school relations. He briefed on the intent of his (Mr. Baca's) participation, mentioned incorporation plans and conveyed happiness for his attendance.

**SPELLING BEE CHAMPION RECOGNITION**

Ms. Sena-Holton highlighted on the Elementary Spelling Bee, announcing the number of participants and mentioned preparation efforts. She announced Elementary, Middle School-top three, District and Regional-County Spelling Bee Winners. Recognized winners were Taylor Sipes, Christal Chavez, Aiden Ortiz, Jodaiah Padilla, Davian Lucero and Jorge Sotelo. She announced Ms. Chavez will compete in the upcoming State Spelling Bee on March 24<sup>th</sup>.

Superintendent Trujillo, on behalf of the district congratulated winners, extended the recognition to parents for their support and wished Ms. Chavez the best of luck. He pointed out the recognition of repetitive competitors and complimented their overall success.

## **FY17 AUDIT REPORT**

Ms. Brenda Gallegos, Finance Director introduced J.J. Griego, Griego Professional Services, LLC Certified Public Accountant and handed out the FY17 Audit Report.

Mr. Griego noted it was the firms first year to perform the school district audit, commented on the course of action and mentioned the completion timeline. He presented an Unmodified Opinion and pointed out it's the best judgment he may give. He noted financial statements & reports belong to and are the responsibility of the district. Mr. Griego briefed on Internal Controls Reporting and announced there was one finding. He highlighted on the previous year's findings and acknowledged they had been addressed. He reported the only finding and noted it had been taken care of in the current year. Mr. Griego announced no issues were discovered during the review of Title I or Gear Up, Federal Program Awards. He declared there were no issues or difficulties to report with approximations, errors etc, or relevant practices. He thanked & complimented Superintendent Trujillo & Ms. Gallegos on the financial operations and the adherence of procedures in place, by all departments. He applauded the district, indicated he works for the Board & acknowledged his task is to detect and report any wrongdoing and stated he was pleased to report it was very limited. Mr. Griego invited questions or comments by the Board.

President Garcia asked how many team members were available. Mr. Griego replied to the question, reporting the number of people available and commented on the experience & readiness of his professionals, to take on the task at hand.

Vice President V Ortiz referenced the Internal Controls Report presented and inquired on any further concerns. Mr. Griego responded to the inquiry, pointing out specifics that are being assessed and noted the one finding reported above. He remarked on the interpretation of the previous year's findings and reported the State Auditor's Office has set materiality at a higher level.

Mr. Griego expressed appreciation for the opportunity to serve the district and conveyed he looked forward to working with the Board again this year.

Vice President V Ortiz recognized the efforts of Superintendent Trujillo, the Auditor for executing the district audit and Ms. Gallegos for her compliance management/oversight.

Member C de Baca alluded to prior Audit Findings and Resolutions included in the Audit Report, some dating back to 2014. Mr. Griego explained the repeat finding and gave reason for the reoccurrence.

#### **4-DAY/5-DAY DAY WEEK CALENDAR DISCUSSION**

Superintendent Trujillo reported on House Bill 2-Budget Legislation, pointing out the disallowance to operate a four-day school week during the 2018-2019 School Year. He announced a 5 day school week calendar recommendation will be presented to the Board for approval in March and mentioned the proposed calendar will be comparable to the current school calendar. He noted and briefed on an anticipated change with the grading period, in accordance with New Mexico Activities Association Eligibility Guidelines.

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

##### **Elementary**

Member C de Baca inquired on the Junior Wrestling mentioned in the Extra and Co-Curricular Activities. Ms. Sena-Holton responded to the inquiry, noting the sport is Volleyball and apologized for the error.

##### **District**

Vice President V Ortiz asked what measures may be taken to improve Security. Superintendent Trujillo answered the question, reporting devices, safety & security measures, practices & procedures that are in place to promote safety. He highlighted on considering a full-time Security Guard, noted it is illegal for Teachers to have firearms within the schools in New Mexico and pointed out school personnel who may. He expressed a concern regarding the notification of any knowledge or threats to Law Enforcement and commented on the response to a recent Facebook Post.

Member D Ortiz inquired on the number of student entrances of the High School Building. Superintendent Trujillo replied to the inquiry, reporting the location of the Elementary & Secondary Schools Main Entrance and commented on student behavior that interferes with procedures.

Vice President V Ortiz remarked on securing school boundaries. Superintendent Trujillo stressed on taking precautions at all levels.

Member D Ortiz inquired on the monitoring of doors. Superintendent Trujillo responded to the inquiry, reporting on standard operating procedures.

Ms. Laurie Vigil, Elementary Special Education Teacher presented her idea for Law Enforcement presence. Superintendent Trujillo highlighted on measures that are/have been utilized.



## **Secondary**

President Garcia requested Homecoming feedback. Mr. Miera responded to the request, reporting on the events and ideas for future planning. President Garcia complimented Friday Night's activities and noted positive comments were received on the parade.

Member C de Baca inquired on liability for incidents that occur with the parade. Superintendent Trujillo replied to the inquiry, noting the purchase of Liability Insurance. Ms. Gallegos explained the purchase & coverage requirement(s) for the event.

## **BUSINESS REPORT**

### **FINANCIAL STATUS**

Ms. Brenda Gallegos, Finance Director announced the Cash Balance Report is within Board Packets and commented on the current financial/expenditure status. She summarized the Payroll and Accounts Payable Report, Check Register for the Month of January 2018, Cash Transfers/BAR's, Internal BAR's and Journal Entries. She cautioned on the potential increase to Electricity operating expenditures.

### **CONSENT AGENDA**

Check Register for the Month of January 2018  
Cash Transfer(s), BAR'S (if any) and Journal Entries  
Minutes of the Regular Board Meeting-January 23, 2018

Based on the Superintendent's recommendation, Secretary Flores moved to approve the Check Register for the Month of January 2018, Cash Transfer(s), BAR's #16 & #17, Internal BAR's, Journal Entries, Minutes of the Regular Board Meeting-January 23, 2018, seconded by Vice President V Ortiz. Motion carried unanimously.

### **SUPERINTENDENT'S REPORT**

Superintendent Trujillo stated his report was also presented and offered to answer any questions. He noted award of YCC Grant and briefed on project specifics. He announced the district will receive Capital Outlay Funds. Superintendent Trujillo reported House Bill 2-Budget Legislation approved a 2.5% increase for Teachers and 2.0% for all other school personnel. He revealed

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Pecos Recipient, Mario Archuleta was awarded the 2018 NMAA Foundation Scholarship-Mario Martinez Memorial Scholarship, noting the first time in school history. He presented Mayoral questions to be considered at upcoming scheduled forum and invited Board input. Superintendent Trujillo announced the official opening of the Pecos Valley Medical Center On-Site Clinic and extended an invitation to the Board.

**POLICY**

None

**ACTION ITEMS**

APPROVAL/DISAPPROVAL OF FY17 AUDIT

Based on Superintendent Trujillo's recommendation, Vice President V Ortiz moved to approve the FY17 Audit, seconded by Member C de Baca. Motion carried unanimously, 5-0.

EXCELLENCE FOR STUDENT ACHIEVEMENT AWARD

Further discussion and selection of recipient will take place during March Work Session.

COMPREHENSIVE SUPPORT AND INTERVENTION ASSURANCES & TARGETED SUPPORT AND INTERVENTION ASSURANCES

Based on Superintendent Trujillo's recommendation, Secretary Flores moved to support the submission of the Comprehensive Support and Intervention Assurances & Targeted Support and Intervention Assurances/Grant Applications, seconded by Vice President V Ortiz. Motion carried unanimously, 5-0.

**OTHER**

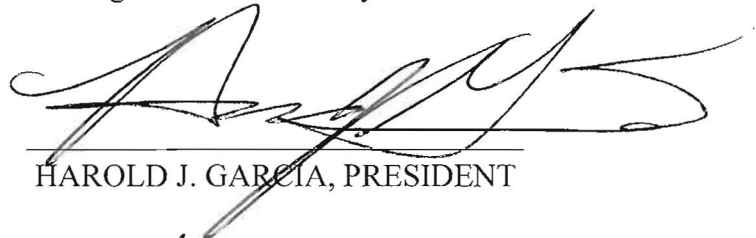
**ADVANCE PLANNING**

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Vice President V Ortiz inquired on a Safe School Plan. Superintendent Trujillo responded to the inquiry, confirming a plan is in place and noted the plan is current and approved by NMPED.

**ADJOURNMENT**

At 7:37 p.m., Vice President V Ortiz moved to adjourn the meeting, seconded by Secretary Flores. Motion carried unanimously, 5-0. Minutes approved and signed on this 27<sup>th</sup> day of March 2018.



HAROLD J. GARCIA, PRESIDENT

ATTEST:

  
MICHAEL FLORES SR., SECRETARY