



# Pecos Independent School District

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## School Board

**Darlene Ortiz**, President  
**Charles Vigil**, Vice President  
**Vacant**, Secretary  
**Michael Flores Sr.**, Member  
**Harold J. Garcia**, Member

## Administration

**Debra Sena-Holton**,  
Superintendent  
  
**Brenda Gallegos**,  
Director of Finance

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**BOARD MEETING AGENDA  
PECOS BOARD OF EDUCATION  
REGULAR MEETING  
AUGUST 18, 2020  
PECOS SCHOOLS BOARD ROOM  
PECOS, NM  
6:00 PM**

### PLEDGE OF ALLEGIANCE

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. PUBLIC COMMENTS**
- 4. ACTION ITEM(S)**
  - A. Resignation Acceptance of Board Secretary
  - B. Approval/Disapproval of NMSBA Policy Services Advisory
    - No. 206 AC-Nondiscrimination / , Equal Opportunity
    - No. 207 ACA-Nondiscrimination on the Basis of Sex  
ACA-RA-Nondiscrimination on the Basis of Sex  
ACA-RB-Nondiscrimination on the Basis of Sex  
ACA-E-Nondiscrimination on the Basis of Sex
- 5. INTRODUCTION OF NEW EMPLOYEES**
- 6. 2020-21 FIRST DAY OF SCHOOL REPORT**
- 7. D & F PROCEDURE**
- 8. UNIT/DIRECTOR REPORTS**
- 9. BUSINESS REPORT**
  - C. Financial Status
- 10. CONSENT AGENDA**
  - D. Check Register for Month of July 2020
  - E. Cash Transfer(s), BAR's (if any) and Journal Entries
  - F. Minutes of Regular Board Meeting-June 16, 2020
  - G. Minutes of Regular Board Meeting-July 21, 2020
  - H. Minutes of Work Session-August 6, 2020
- 11. SUPERINTENDENT'S REPORT**
- 12. POLICY**
  - I. 1<sup>st</sup> Reading-NMSBA Policy Services Advisory
    - No. 208 JE Supplement—Student Attendance Supplement
- 13. OTHER**

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

- Work Session-September 1, 2020, 5:30 pm, Pecos Schools Board Room
- Regular Board Meeting-September 15, 2020, 6:00 pm, Pecos Schools Board Room

#### **ADJOURNMENT**

INDEX  
 MINUTES  
 REGULAR MEETING  
 PECOS BOARD OF EDUCATION  
 PECOS INDEPENDENT SCHOOL DISTRICT  
 PECOS SCHOOLS BOARD ROOM  
 PECOS, NEW MEXICO  
 AUGUST 18, 2020  
 6:00 P.M.

CALL TO ORDER -----	1
ROLL CALL -----	1
APPROVAL OF AGENDA -----	2
PUBLIC COMMENTS -----	2
ACTION ITEM(S) -----	2
➤ Resignation Acceptance of Board Secretary	
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➤ No. 206 AC-Nondiscrimination /, Equal Opportunity	
➤ No. 207 ACA-Nondiscrimination on the Basis of Sex	
ACA-RA-Nondiscrimination on the Basis of Sex	
ACA-RB-Nondiscrimination on the Basis of Sex	
ACA-E-Nondiscrimination on the Basis of Sex	
INTRODUCTION OF NEW EMPLOYEES -----	2
2020-21 FIRST DAY OF SCHOOL REPORT -----	3-4
D & F PROCEDURE -----	4-5
UNIT/DIRECTOR REPORTS -----	5
BUSINESS REPORT -----	5
CONSENT AGENDA -----	6
➤ Check Register for Month of July 2020	
➤ Cash Transfer(s), BAR's (if any) and Journal Entries	
➤ Minutes of Regular Board Meeting-June 16, 2020	
➤ Minutes of Regular Board Meeting-July 21, 2020	
➤ Minutes of Work Session-August 6, 2020	
SUPERINTENDENT'S REPORT -----	6-7

POLICY -----	7
➤ 1 <sup>st</sup> Reading-NMSBA Policy Services Advisory	
➤ No. 208 JE Supplement—Student Attendance Supplement	
OTHER -----	7
ADVANCE PLANNING -----	7
ADJOURNMENT -----	8

## **MINUTES**

**Regular Meeting  
Pecos Board of Education  
Pecos Independent School District  
Pecos, New Mexico  
Pecos Schools Board Room  
Pecos, NM  
August 18, 2020  
6:00 P.M.**

### **PLEDGE OF ALLEGIANCE**

### **CALL TO ORDER**

The Board President, Ms. Darlene Ortiz called the meeting to order @ 6:00 p.m.

### **MEMBERS PRESENT**

Ms. Darlene Ortiz, Board President  
Mr. Charles Vigil, Board Vice President- via GOOGLE Hangouts Meet/by phone  
Vacant, Board Secretary  
Mr. Michael Flores Sr., Board Member  
Mr. Harold Garcia, Board Member  
Ms. Debra Sena-Holton, Superintendent

### **MEMBERS ABSENT**

None

### **OTHERS PRESENT**-via GOOGLE Hangouts Meet/by phone

Danielle Seaboy	Cathy Gallegos	Leslie Damon	Pedro Vallejo
Brenda Gallegos	Rosie Quintana	Mark Russell	Deborah Haag
Rita Montoya	Denisha Moodley	Kelly Cramer	Nicolas Pelafas
Spencer Faunt	Debra Sena-Holton	Cynthia Faunt	Esmeralda Castillo
Rose Angela Varela	Lisa Vigil	Gloria Ruiz	Mickie Jones

**APPROVAL OF AGENDA**

Based on Superintendent Sena-Holton's recommendation, Member Flores motioned to approve the agenda as presented, seconded by Member Garcia. Motion carried unanimously, 4-0.

**PUBLIC COMMENTS**

None

**ACTION ITEM(S)**

**RESIGNATION ACCEPTANCE OF BOARD SECRETARY**

Member Flores moved to accept the resignation of Board Secretary, seconded by Member Garcia. Motion carried unanimously, 4-0.

**APPROVAL/DISAPPROVAL OF NMSBA POLICY SERVICES ADVISORY NO. 206-207**

Based on Superintendent Sena-Holton's recommendation, Member Garcia moved to approve No. 206 AC-Nondiscrimination /, Equal Opportunity, No. 207 ACA-Nondiscrimination on the Basis of Sex-ACA-RA-Nondiscrimination on the Basis of Sex-ACA-RB-Nondiscrimination on the Basis of Sex-ACA-E-Nondiscrimination on the Basis of Sex, seconded by Member Flores. Motion carried unanimously, 4-0.

**INTRODUCTION OF NEW EMPLOYEES**

Superintendent Sena-Holton informed each Principal/Administrator would introduce their staff.

Administrators introduced new members of their staff/department. New members in attendance provided personal depiction of their background, interests, and qualifications. A number of new employees commented on their time with the district thus far.

## **2020-21 FIRST DAY OF SCHOOL REPORT**

Superintendent Sena-Holton announced school began on Monday, August 10, 2020, acknowledged there were technical malfunctions and mentioned the distribution of Chromebooks. She informed there are issues with families that do not have internet, announced receiving four new mobile hotspots, mentioned the distribution of the devices and noted funds have been allocated for additional if necessary. She informed on the intent to have 100% of students online.

Ms. Gallegos notified the first day was a little hectic, informed time was spent aiding with technical complications and commented on the time the opportunity provided in meeting parents/guardians. She complimented Pecos and informed parent/guardian frustration expressed was at the situation-in trying something new and not at individuals. She reported the majority of students are situated, pointing out the only students not online are those without internet. Ms. Gallegos touched on teacher modifications and complimented their efforts in working with each other. She indicated the first week has been strenuous although a good experience.

Ms. Moodley informed families were trained in basic google classroom access & navigation of the classrooms and identified the methods of training provided. She mentioned the Welcome Back Parade and remarked on the outcome the idea had on the first day & students comfort level. She reported there were technical difficulties the first week, acknowledged parents were pleased with the response time & ability to assist them and noted resources were pursued when assistance could not be provided. Ms. Moodley noted the format of instruction provided for students who did not have internet, informed on other teaching/learning strategies incorporated and shared some of the work teachers have facilitated in Advisory Class.

Dr. Vallejo mentioned the processing of transcripts & report cards for students of the previous school year, followed by the transition in to Master Scheduling and getting students schedules in place. He reported the state of affairs are noteworthy, noted they've worked through the challenges, recognized the efforts put forth to ensure students have what they need and expressed confidence in the order of business. He touched on Dual Credit and preparation efforts for the second semester. Dr. Vallejo conveyed remote learning has been an intriguing case, noted students in need of hot spots have been identified and the matter is being addressed. He shared an opinion expressed by numerous staff, pointing out the differentiation in student's academic involvement in comparison to the previous year's second semester and noted the percentage of class participation. He announced no discipline issues, reported the current enrollment and course of action for students not in attendance. Dr. Vallejo touched on facility enhancements and commended custodians for their efforts.

Vice President Vigil inquired on any impediments. Ms. Moodley replied to the inquiry, informing on the discipline issues, laying emphasis on students coping with the incorporation of structure.

Vice President Vigil inquired on grade access/parent availability. Ms. Moodley responded to the inquiry, notifying grades are accessible and mentioned the need to change the grading scale in the PowerSchool System from Pass/Fail to letter grades default.

**Regular Board Meeting**  
**August 18, 2020**  
**Page 4**

Ms. Damon reported the attendance/participation of ordinary Staff Development Calendar of Events for staff & new employees (required trainings) and pointed out meetings were held with Special Education Teachers and Ancillary. She acknowledged her attendance of several trainings with POMS and Associates, in reference to Title IX Coordinator. She mentioned a future department meeting and highlighted on the nature. Ms. Damon briefed on a recent training relating to supporting students with visual impairment. She notified teacher's efforts in contacting parents to arrange remote learning, informed on providing onsite services on a five to one ratio and stated Ancillary Staff will travel to a neighboring community to provide services to several district students. She acknowledged an enrollment for students with disabilities & gifted and provided the count.

Ms. Damon announced the number of buses transporting meals, noted meals are prepared by a specified time and stated time is allotted within students virtual learning time for them to have breakfast and lunch. She noted the method is grab and go and spoke on promoting the project to increase the number of meals served.

Superintendent Sena-Holton informed the feeding program is no longer an operation of the Seamless Summer Option and pointed out the meal deliverance is for students who are registered in the district. She noted a decrease in comparison to the previous year and briefed on the impact it will have on the budget, gave emphasis on promoting the meals and informed on the possible filing of a waiver, by NMPED to resume to the Seamless Summer Option operation.

Vice President Vigil inquired on the meal distribution bus stops. Superintendent Sena-Holton responded to the inquiry, notifying the initiative is abiding by the regular bus routes/stops.

Superintendent Sena-Holton made known a decrease in enrollment by 30 students-district wide, mentioned disenrollment reasons and expressed her hopes in gaining some of the students.

## **D & F PROCEDURE**

Superintendent Sena-Holton reported the distribution of a staff survey, announced the number of staff who responded and presented feedback received-specific.

Vice President Vigil shared his point of view, supports revamping the procedure and revisited to not only include athletics but other events/extracurricular activities. He gave emphasis on transparency and outlining specifics.

Superintendent Sena-Holton clarified the plan is a procedure; noted, policy is Board approved and stated the format was implemented by a Principal two years back.

Dr. Vallejo acknowledged the procedure discusses/outlines three different components, touched on each and indicated identifying the objective procedurally. He stated additional discussion is needed

and offered to propose suggestions for consideration. He stressed following procedures that are in place.

Member Garcia asked Dr. Vallejo to share his experience on any type of academic procedures as such. Dr. Vallejo responded to the request, confirming his knowledge, based on the different schools he's been at and conveyed the approach was intervention driven.

Vice President Vigil inquired on Ms. Moodley's experience in the area under discussion, indicated the procedure will affect her as well and conveyed her feedback is really important. Ms. Moodley replied to the inquiry, acknowledging there are pros & cons and emphasized on assessing which is most beneficial to PISD Students. She shared her experience from the previous school district, noting intentional academic interventions provided for student athletes were not utilized in the intended manner. She presented her point of view, stating she felt the scheme is a disservice to student athletes since they are not given sufficient intervention to successfully perform in the classroom. Ms. Moodley gave emphasis to students being held to high academic standards & earning the academic grade as opposed to a given grade.

Vice President Vigil commented on the next planning phase.

## **UNIT/DIRECTOR REPORTS**

Superintendent Sena-Holton conveyed the Administrative Team will entertain any questions.

Member Garcia recognized reports were presented with Item #6.

## **BUSINESS REPORT**

### **FINANCIAL STATUS**

Ms. Brenda Gallegos, Finance Director reported the Cash Reconciliation Report for the month is within the Board Packets and noted Federal Funds through June 30 were awarded from NMPED. She noted the ending Operational Fund Cash Balances will assist with the imposed Legislature reductions and indicated she didn't foresee any issues for the district. She summarized the Payroll and Accounts Payable Report, Check Register for the Month of July 2020, Cash Transfers/BAR's, Internal BAR's and Journal Entries. Ms. Gallegos announced the audit is underway, noting remotely and touched on the related party questionnaire. She briefed on enrollment and gave a funding projection based on the disenrollment number reported by Superintendent Sena-Holton.

Member Garcia inquired on an audit end date. Ms. Gallegos replied to the inquiry, reporting the Audit is due to the State Auditor's Office by November 15, 2020, with the target completion date of October 30, 2020.

**Regular Board Meeting**  
**August 18, 2020**  
**Page 6**

**CONSENT AGENDA**

Check Register for Month of July 2020  
Cash Transfer(s), BAR's (if any) and Journal Entries  
Minutes of Regular Board Meeting-June 16, 2020  
Minutes of Regular Board Meeting-July 21, 2020  
Minutes of Work Session-August 6, 2020

Based on the Superintendent Sena-Holton's recommendation, Member Flores moved to approve the Check Register for the Month of July 2020, Cash Transfer(s), BAR's- #2-#4, Internal BAR's, Journal Entries, Minutes of Regular Board Meeting-June 16, 2020, Minutes of Regular Board Meeting-July 21, 2020 and Minutes of Work Session- August 6, 2020, seconded by Member Garcia. Motion carried unanimously, 4-0.

**SUPERINTENDENT'S REPORT**

Superintendent Sena-Holton offered to entertain any questions.

Vice President Vigil presented a recommendation to incorporate online typing overall and identified the logic. Superintendent Sena-Holton responded to the recommendation, stating the current program being utilized.

Member Garcia requested a briefing on the Website. Superintendent Sena-Holton explained the situation, noting there's a contract in place, reported on domain ownership and presented a choice of options.

Member Garcia inquired on the track field access. Superintendent Sena-Holton replied to the inquiry, reporting the gate is unlocked.

Member Garcia asked for Superintendent Sena-Holton's prospective on the D & F Procedure. Superintendent Sena-Holton responded to the request, touching on the basis of the context, time consumption, student driven efforts-in completing the work and consistency.

Vice President Vigil inquired on the status of the plaque maker and asked on an alternative production option for staff identification cards. Superintendent Sena-Holton replied to the inquiry, reporting the plaque maker has been located. She updated on the yearbook publication, highlighted on the information received from the current elementary photography vendor and informed commission is received from the company. Dr. Vallejo noted, as a point of reference the high school differentiates due to Senior/graduation relations.

Member Garcia requested a listing/number of Dual Credit Enrollment/Institutions utilized. Dr. Vallejo responded to the request, informing majority of the students are attending Santa Fe Community College and one student attending Luna Community College.

**Regular Board Meeting**  
**August 18, 2020**  
**Page 7**

Superintendent Sena-Holton announced the dual credit enrollment numbers and informed on the Accuplacer Assessment.

Vice President Vigil inquired on the number of Seniors. Dr. Vallejo responded to the inquiry, reporting thirty-one.

Vice President Vigil expressed concern with the Dual Credit Enrollment Numbers, between Juniors and Seniors. Dr. Vallejo replied to the comment, conveying the numbers are lower than he would like and reported numerous Juniors & Seniors are needing to make up a number of courses. He acknowledged the primary targeted goal is to get students to graduate.

Superintendent Sena-Holton commended the efforts of the High School Counselor.

Member Garcia inquired on the College Ready Assessment the district is utilizing. Dr. Vallejo responded to the inquiry, reporting the test utilized is based on class eligibility.

**POLICY**

- 1<sup>st</sup> Reading-NMSBA Policy Services Advisory
  - No. 208 JE Supplement—Student Attendance Supplement

**OTHER**

President Ortiz announced the Board Vacancy News Release has been posted on the district website, informed on how to apply, reported the replacement timeline and stated interviews will occur during the upcoming Work Session.

Superintendent Sena-Holton announced current vacancies and briefed on the course of action.

Vice President Vigil inquired on instruction accommodations for Visual Impaired Student. Superintendent Sena-Holton responded to the inquiry, informing instruction services/device/resources are being provided.

**ADVANCE PLANNING**

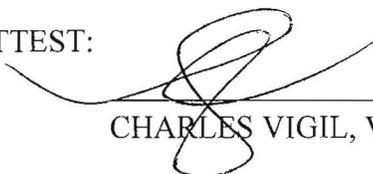
- Work Session-September 1, 2020, 5:30 pm, Pecos Schools Board Room
- Regular Board Meeting-September 15, 2020, 6:00 pm, Pecos Schools Board Room

**ADJOURNMENT**

At 7:27 p.m., Member Garcia moved to adjourn the meeting, seconded by Member Flores. Motion carried unanimously, 4-0. Minutes approved and signed on this 15<sup>th</sup> day of September 2020.

  
DARLENE ORTIZ, PRESIDENT

ATTEST:

  
CHARLES VIGIL, VICE PRESIDENT