

Pecos Independent School District

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School Board

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

Administration

Debra Sena-Holton,
Superintendent

Brenda Gallegos,
Director of Finance



**BOARD MEETING AGENDA
PECOS BOARD OF EDUCATION
REGULAR MEETING
FEBRUARY 16, 2021
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 AWARDS (Virtual Recognition)**
- 5. UNIT/DIRECTOR REPORTS**
- 6. RE-ENTRY PLAN UPDATE**
- 7. BUSINESS REPORT**
 - A. Financial Status
- 8. CONSENT AGENDA**
 - B. Check Register for Month of January 2021
 - C. Cash Transfer(s), BAR's (if any) and Journal Entries
 - D. Minutes of Regular Board Meeting-January 19, 2021
- 9. SUPERINTENDENT'S REPORT**
- 10. POLICY**
- 11. ACTION ITEM(S)**
 - E. Approval/Disapproval of FY 20 Audit
 - F. Selection of NMSBA Excellence for Student Achievement Award Recipient
- 12. OTHER**
- 13. ADVANCE PLANNING**
 - Work Session-March 2, 2021, 5:30 pm, Pecos Schools Board Room
 - Regular Board Meeting-March 16, 2021 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
 FEBRUARY 16, 2021
 6:00 P.M.

CALL TO ORDER -----	1
ROLL CALL -----	1
APPROVAL OF AGENDA -----	2
PUBLIC COMMENTS -----	2
GOLDEN PANTHER AWARDS (Virtual Recognition) -----	2
AUDIT PRESENTATION -----	2
UNIT/DIRECTOR REPORTS -----	3-4
RE-ENTRY PLAN UPDATE -----	4
BUSINESS REPORT -----	5
CONSENT AGENDA -----	5
➤ Check Register for Month of January 2021	
➤ Cash Transfer(s), BAR's (if any) and Journal Entries	
➤ Minutes of Regular Board Meeting-January 19, 2021	
SUPERINTENDENT'S REPORT -----	5
POLICY -----	6
ACTION ITEM(S) -----	6
➤ Approval/Disapproval of FY 20 Audit	
➤ Selection of NMSBA Excellence for Student Achievement Award Recipient	
OTHER -----	6
ADVANCE PLANNING -----	6
ADJOURNMENT -----	7

MINUTES

**Regular Meeting
Pecos Board of Education
Pecos Independent School District
Pecos, New Mexico
Pecos Schools Board Room
Pecos, NM
February 16, 2021
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
Mr. Grady Barrens, Board Secretary
Mr. Michael Flores Sr., Board Member
Ms. Debra Sena-Holton, Superintendent

MEMBERS ABSENT

Mr. Harold Garcia, Board Member

OTHERS PRESENT-via GOOGLE Hangouts Meet/by phone

Pedro Vallejo	Brenda Gallegos	Brenda Gallegos	Cathy Gallegos
Denisha Moodley	De'Aun Willoughby	Leslie Damon	Shania Flores
Christine Leal	Vanessa Dominguez	Gloria Ruiz	Paula Garcia
Melissa T. Valencia-Flores			

APPROVAL OF AGENDA

Based on Superintendent Sena-Holton's recommendation, Secretary Barrens motioned to approve the amended agenda-add Audit Presentation as item #5, seconded by Member Flores. Motion carried unanimously, 4-0.

PUBLIC COMMENTS

None

GOLDEN PANTHER AWARDS (Virtual Recognition)

Principals announced February 2021 award recipients and identified the traits that qualified the individual for the award. The Golden Panthers recognized were Alicia Bustos-5th grader, Shania Flores-7th grader and Vanessa Dominguez-Senior. Translation was available for Spanish speaking family.

Superintendent Sena-Holton informed recognition certificates will be mailed. She and Board Members congratulated the recipients and encouraged them to continue their good efforts.

AUDIT PRESENTATION

Ms. De'Aun Willoughby, CPA, PC commented on the challenge of performing the audit remotely, noted the reason for the chosen method and announced the district received an unmodified opinion, which is the best opinion to receive. She reported the numbers outlined in the Annual Financial Report are of the districts, informed changes of any sort by the firm, are forbidden with the exception of a Journal Entry request. She noted information may include budget level information; presentation is cash basis, modified accrual and full accrual accounting. Ms. Willoughby recognized the district has a healthy operational cash balance and pointed out an overall increase in the operational fund. She expressed concern with the stability of the Educational Retirement Fund. She stated her appreciation for performing the audit, complimented the bookkeeping measures and offered to entertain any questions.

Support Services/Student Nutrition

Ms. Damon reported on Staff Professional Development and mentioned an upcoming Defensive Driving training. She informed an IEP Project visit report back was received and pointed out the recommendation outlined; staff receives training in the area of goals, accommodations, modifications and present levels of performance. She announced an increase on one to one services with teacher and ancillary staff. Ms. Damon briefed on a scheduled Gifted Advisory meeting and noted an information flyer was attached to her report. She reported an increase in enrollment and spoke on the probable eligibility for Gifted and Talented. She recognized transportation issues and the rescheduling of the First Aid/CPR/AED Training, as the department challenges.

Ms. Damon announced the Student Success & Wellness Bureau-SSWB Annual Conference was held, informed the USDA has increased the P-EBT food benefits and mentioned the projected allocation. She informed all meals were depleted numerous days within the last month. She briefed on the kitchen walk through by Poms and Associates, noted the maintenance department have addressed majority of the recommendations for both cafeterias and pointed out some of the matters. She expressed concern with transportation, with the entering of the hybrid model and pointed out enrollment as a challenge, mentioned a cook vacancy.

High School

Dr. Vallejo announced completion of all teacher evaluations, discussed the formal observation for teaching process, identified the concentration areas and timelines. He informed all nonteaching staff will be given an evaluation. He touched on student registration preparation efforts and the formation of the master schedule. Dr. Vallejo spoke on combining efforts with dual credit institutions concerning next school years class offerings and spoke on Accuplacer testing plans for the current years Sophomores. He reported on the Students Assistance Teams efforts in addressing issues, not school/COVID related outside the schools purview impacting students. He raised concern with preparing for the adjustment from remote learning to hybrid model and briefed on his transition plans, reinforcing safety. Dr. Vallejo identified a shift in work load as an area of concern.

Secretary Barrens inquired on the assessment of progress concerning students receiving intervention services for D's & F's. Dr. Vallejo responded to the inquiry, noting a decrease in the number of students with F's, indicated students with a high number of F's are in the SAT process and are of the population needing intervention services outside of the district. He informed on the plan of action for students with minimal F's. Secretary Barrens conveyed he was pleased the process is revealing other issues, nonschool related and expressed hope those students who need the assistance will be led in the right direction.

Middle School

Ms. Moodley reported on the Winter Awards Banquet, announced the number of awards, identified the recognition categories and mentioned the number of attendees. She conveyed student response/interaction with teachers is greater than Quarter 1 & 2. She reported an increase in parent engagement. Ms. Moodley discussed targeting assessment preparation and test taking improvement measures, based on data analysis. She acknowledged small group instruction planning and promoting events in school as additional focus areas.

Elementary

Ms. Gallegos reported Pre-K parent teacher conferences were a success, noted 100% parent involvement, recognized parent convenience and remarked on incorporating for the upcoming school year. She briefed on the implementation of K-2 Honor Roll recognition, announced 62 students were recognized and commented on the overall initiative. She complimented the buildings appearance and highly praised the elementary and maintenance staff. Ms. Gallegos expressed joy in the attendance of students receiving in-person services. She noted nonuse of the camera/participation as a challenge. She reported staff vaccination as a concern.

Vice President Vigil commented on the camera participation concern, presented alternative ideas and suggested implementing a standard operating procedure.

RE-ENTRY PLAN UPDATE

Superintendent Sena-Holton noted the submission of the hybrid model plan to NMPED, conveyed a site visit was requested and pointed out a student representation revision to the plan. She briefed on the commencing and announced the planned date for the start, based on approval. She gave an update on the middle school implementation plan and stated she would keep the Board informed as information is received.

BUSINESS REPORT

FINANCIAL STATUS

Ms. Brenda Gallegos, Finance Director announced the Bank Reconciliation Report for the month is within the Board Packets. She made reference to Operational Cash Balance information discussed during the Audit Presentation, discussed the current years projection in comparison to the previous year and noted expenditures have been minimal due to remote learning. She reported on the completion of a survey concerning current enrollment, what a Reduction in Funding would look like, based on declining enrollment and informed the result would be pretty detrimental to Pecos if the entire harmless is not granted. She touched on the impact if funding is based on the current year's numbers. Ms. Gallegos summarized the Payroll and Accounts Payable Report, Check Register for the Month of January 2021, Cash Transfers/BAR's, Internal BAR's and Journal Entries.

Vice President Vigil inquired on Reduction in Force criteria. Ms. Gallegos acknowledged the inquiry, referencing the Collective Bargaining Agreement and informed the procedures are outlined within.

Superintendent Sena-Holton noted resignations & retirements will bear weight bear on the matter.

CONSENT AGENDA

Check Register for Month of January 2021
Cash Transfer(s), BAR's (if any) and Journal Entries
Minutes of Regular Board Meeting-January 19, 2021

Based on the Superintendent Sena-Holton's recommendation, Member Flores moved to approve the Check Register for the Month of January 2021, Cash Transfer(s), BAR's- #14 & #15, Internal BAR's, Journal Entries and Minutes of Regular Board Meeting-January 19, 2021, seconded by Vice President Vigil. Motion carried unanimously, 4-0.

SUPERINTENDENT'S REPORT

Superintendent Sena-Holton announced a website design bid has been received, by a PISD Alumni. She briefed on surveillance testing and reported all results have been negative. She referenced the submission of the hybrid model, mentioned in the Re-Entry Plan Update. Superintendent Sena-Holton expressed concern with the COVID-19 Vaccines. She reviewed the Maintenance Report; work order completion, sanitization, heater installations/repairs, teacherage repairs, building upkeep, fire extinguishers & exit lights yearly inspection, installation of MERV 13 furnace filters and air purifiers in classrooms.

POLICY

None

ACTION ITEM(S)

APPROVAL/DISAPPROVAL OF FY 20 AUDIT

Based on Superintendent Sena-Holton's recommendation, Secretary Barrens moved to approve the FY20 Audit, seconded by Vice President Vigil. Motion carried unanimously, 4-0.

**SELECTION OF NMSBA EXCELLENCE FOR STUDENT ACHIEVEMENT AWARD
RECIPIENT**

Vice President Vigil moved to award Kelly Cramer and Elia Guzman-Distlehorst the NMSBA Excellence for Student Achievement Award, seconded by Member Flores. Motion carried unanimously, 4-0.

OTHER

None

ADVANCE PLANNING

- Work Session-March 2, 2021, 5:30 pm, Pecos Schools Board Room
- Regular Board Meeting-March 16, 2021 6:00 pm, Pecos Schools Board Room

ADJOURNMENT

At 7:11 p.m., Secretary Flores moved to adjourn the meeting, seconded by Secretary Barrens. Motion carried unanimously, 5-0. Minutes approved and signed on this 16th day of March 2021.



DARLENE ORTIZ, PRESIDENT

ATTEST:



GRADY BARRENS, SECRETARY