



# Pecos Independent School District

North Hwy 63, P.O. Box 368 Pecos, NM 87552 Phone: 505-757-4700 Fax: 505-757-8721



## School Board

Grady Barrens, President  
Harold J. Garcia, Vice President  
Darlene Ortiz, Secretary  
Claudette Roybal, Member  
James Tanuz, Member

## Administration

Debra Sena-Holton,  
Superintendent

---

**BOARD MEETING AGENDA  
PECOS BOARD OF EDUCATION  
REGULAR MEETING  
DECEMBER 12, 2023  
PECOS SCHOOLS BOARD ROOM  
PECOS, NM  
6:00 PM**

### PLEDGE OF ALLEGIANCE

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. PUBLIC COMMENTS
5. **EXECUTIVE SESSION-** to discuss pending litigation-update with New Mexico Public Schools Insurance Authority and as per *NM Statutes Article 15 Open Meetings 10-15-1 Subparagraph H (7)*.
6. **GOLDEN PANTHER RECOGNITION**
7. **FINANCE COMMITTEE DISCUSSION**
8. **SUPERINTENDENT EVALUATION TIMELINE**
9. **BOARD MEMBER VACANCY DISCUSSION**
10. **UNIT/DIRECTOR REPORTS**
11. **BUSINESS REPORT**
  - A. Financial Status
12. **CONSENT AGENDA**
  - B. Check Register for Month of November 2023
  - C. Cash Transfer(s), BAR's (if any) and Journal Entries
13. **SUPERINTENDENT'S REPORT**
14. **POLICY**
15. **ACTION ITEM(S)**
16. **OTHER**

**17. ADVANCE PLANNING**

- Work Session-January 9, 2024, 5:30 pm, Pecos Schools Board Room
- Regular Board Meeting-January 16, 2024, 6:00 pm, Pecos Schools Board Room
- NMSBA 2024 Board Member Institute-February 1-3, 2024, Santa Fe, NM

**ADJOURNMENT**

INDEX  
 MINUTES  
 REGULAR MEETING  
 PECOS BOARD OF EDUCATION  
 PECOS INDEPENDENT SCHOOL DISTRICT  
 PECOS SCHOOLS BOARD ROOM  
 PECOS, NEW MEXICO  
 DECEMBER 12, 2023  
 6:00 P.M.

CALL TO ORDER -----	1
ROLL CALL -----	1
APPROVAL OF AGENDA -----	2
PUBLIC COMMENTS -----	2
EXECUTIVE SESSION -----	2
GOLDEN PANTHER RECOGNITION -----	2
FINANCE COMMITTEE DISCUSSION -----	2-3
SUPERINTENDENT EVALUATION TIMELINE -----	3
BOARD MEMBER VACANCY DISCUSSION -----	3
UNIT/DIRECTOR REPORTS -----	4-5
BUSINESS REPORT -----	5-6
CONSENT AGENDA -----	6
➤ Check Register for Month of November 2023	
➤ Cash Transfer(s), BAR's (if any) and Journal Entries	
SUPERINTENDENT'S REPORT -----	6-7
POLICY -----	7
ACTION ITEM(S) -----	7
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  
December 12, 2023  
6:00 P.M.**

### **CALL TO ORDER**

The President, Mr. Grady Barrens called the meeting to order @ 6:01 p.m.

### **PLEDGE OF ALLEGIANCE**

### **MEMBERS PRESENT**

Mr. Grady Barrens, Board President  
Mr. Harold J. Garcia, Board Vice President  
Ms. Darlene Ortiz, Board Secretary  
Ms. Claudette Roybal, Board Member  
Mr. James Tanuz, Board Member  
Ms. Debra Sena-Holton, Superintendent

### **MEMBERS ABSENT**

None

### **OTHERS PRESENT**

Cathy Gallegos	Pete Vallejo	Mary Daves	Carlos Quinones
Adrian Quintana	Tonita Zamora	Mariana Garcia	Yamueth Garcia
Aimme Garcia	Mia Trujillo	Abbyanna ?	Denisha Moodley
Annette Kirk	Margarita Salazar	Alejandro Salazar	
Melissa T. Valencia-Flores			

## **APPROVAL OF AGENDA**

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

## **PUBLIC COMMENTS**

None

## **EXECUTIVE SESSION**

At, 6:02 p.m., Member Roybal made a motion to enter into executive session to discuss pending litigation-update with New Mexico Public Schools Insurance Authority as per *NM Statutes Article 15 Open Meetings 10-15-1 Subparagraph H (7)*, seconded by Member Tanuz. Action item as a result of executive session if necessary. Motion carried unanimously, 5-0.

Member Tanuz made a motion to reconvene from executive session, seconded by Vice President Garcia. Motion carried unanimously, 5-0. President Barrens noted that the Board came back from Executive Session, where they discussed pending litigation-update with New Mexico Public Schools Insurance Authority as per *NM Statutes Article 15 Open Meetings 10-15-1 Subparagraph H (7)*, at 6:54 p.m. and stated no action was taken.

## **GOLDEN PANTHER RECOGNITION**

Principals announced December award recipients, mentioned the special traits of the individual earning the award and presented those in attendance with a recognition certificate. The Golden Panthers recognized were Alejandro Salazar-2<sup>nd</sup> grader, Aimmee Garcia-7<sup>th</sup> grader and Adrian Quintana-Junior.

## **FINANCE COMMITTEE DISCUSSION**

President Barrens noted the Board was assigned with recommending constituents, announced the Board Member Representative is solidified and pointed out the titles of other significant individuals. He stated several ground rules have been determined, mentioned the basic standards and reported the committee will provide summaries and recommendations to the Board. Board

Members presented their nominations and conveyed the candidates will be invited to the January Work Session, based upon their acceptance, to further discuss the initiative and their duty.

### **SUPERINTENDENT EVALUATION TIMELINE**

President Barrens stated the proposal is stemming from the New Mexico School Boards Association 2024 Board Institute Conference. He pointed out two important factors; an evaluation is necessary and possibly a change to district policy, since the policy has some specified/designated dates. He presented his proposal; noted his idea for the inclusion of a formative review, mentioned topics that may be discussed/addressed and explained the sequence of events. President Barrens stated the evaluation is directly linked to the budget process and touched upon the correlation with realistic goal setting and funding etc. He remarked on discussing further and proceed accordingly. He noted the current policy order of events and indicated the dates do not necessarily align with the funding and academic procurements.

Member Roybal asked if the policy must be changed prior to deciding on the new dates. President Barrens stated yes, in his non-lawyer opinion and briefed on the process. He acknowledged a first reading of the policy will occur during the January Work Session and reported a blank evaluation form will be emailed to Board Members for review, feedback and recommended revision purposes.

### **BOARD MEMBER VACANCY DISCUSSION**

President Barrens announced Ms. Darlene Ortiz will no longer serve on the Board after this evening. He expressed the need to discuss the replacement/an appointment and informed he spoke with the Board Attorney. He pointed out the draft resolution was sent to the Board Vice President and the Superintendent and provided a copy to the remainder of the Board for review. He noted there are additional specifics than what the Board has done in the past and briefed on a particular; be allowed to interview the candidates at a Board Meeting in public and permit the public to ask questions of the potential Board Member. President Barrens stated a decision may be made at that time or a Special Meeting may be called and conveyed the process must be completed by February 15<sup>th</sup>. He indicated the Board is not partial to having Action Items at the Work Session and reported the need to, giving the timing. He notified the Board is not compelled to interview everyone that submits an application/resume and may recommend on the basis of applicant evaluation. He instructed on how to proceed with feedback & recommended changes and encouraged Secretary Ortiz to provide feedback.

Vice President Garcia asked what modifications are being done regarding specifics. President Barrens noted the resolution contains additional information and briefed on/spoke of/touched upon the modifications to the resolution, indicating the type of candidate the Board is in search of.

## **UNIT/DIRECTOR REPORTS**

### **Middle School**

Ms. Moodley informed the new Language Arts Teacher started this week and briefed on the transition/lesson/project ideas etc. She announced Family Night has been rescheduled for December 20<sup>th</sup>. She noted recovery packets were sent home, provided reasoning for the intent and spoke on the arrangement, mentioned the number of packets brought back and the continuous student improvement efforts. Ms. Moodley expressed excitement on the commencement of the Winter games, mentioned the preparation and stated parent expectation notices will go out prior to Friday.

Vice President Garcia requested background information on the new Language Arts Teacher. Ms. Moodley reported her licensure level, noted she's taught in Kentucky, mentioned her previous teaching experience in New Mexico and acknowledged her understanding of the standards, test preparation and conveyed students have been very receptive to her classroom expectations. She announced the Science Teacher completed and accepted the Notice of Employment/offer and expressed her nervousness on the timeline to get up to standard and conveyed every effort will be attempted earnestly.

Member Roybal asked what Winter Games is. Ms. Moodley reported each year a grade competition takes place, noted the various activities/contests/challenges and stated the grade level winners is given a prize.

Ms. Moodley reported students, who were identified as top performers, who participated in a book study on Chile por Benito by Ana Baca, received hand written personalized messages from the author for their creation of a play depicting the story line. She stated the books were received yesterday and informed the author is from Albuquerque.

### **High School**

Dr. Vallejo notified of the end of semester and pointed out important tasks; focus on the submission of grades, reviewed the final exam timetable and acknowledged the efforts to conclude the end of semester. He touched on approaching deadlines, noted Dual Credit grades are incoming and mentioned the intent to review how Seniors are progressing. He pointed out the potential of five early graduates, cited at the reasoning, informed the student must meet the graduation requirements and reviewed the requirements/completion of courses. Dr. Vallejo notified of one nongraduate and briefed on the ongoing efforts to assist/support the student & their family in fulfilling requirements. He remarked on students reaching the mastery level for the standards, ensuring the student is ready to move forward in the classroom and conveyed it's time for reflection.

President Barrens inquired on the number of Seniors expressing interest in attending college/post secondary education. Dr. Vallejo stated the information will be provided at the next meeting, expressed his apology for not having the specific numbers, remarked on the set of tactics attributed

**Regular Board Meeting  
December 12, 2023  
Page 5**

to scholarships/FAFSA and pointed out there are changes to the process. He announced a student has been accepted to a private university and pointed out the acceptance is a full ride scholarship. He noted students are encouraged to consider all options/opportunities provided to them. Dr. Vallejo made aware students are applying for scholarships and continue to receive regular notices regarding what scholarships are approaching, what's needed for them etc.

**Elementary**

Ms. Gallegos informed that Middle of Year Assessment is in progress at the present time, shared some preliminary data from 3<sup>rd</sup> grade math and discussed the plan of action/approach for areas of concern. She stated she is pleased with the preliminary 3<sup>rd</sup> grade results, conveyed kindergarten is showing some very good movement as well and mentioned all such data will be shared in January. She pointed out the upcoming concert.

**Support Services/Student Nutrition**

Ms. Daves informed the Governor's Office selected the school to visit and enjoy a holiday meal, pointed out the scheduled date and indicated the selection is by reason of the scratch cooking. She noted a great amount of kudos was received on the Thanksgiving meal. She mentioned an interview for another cook and expressed excitement with the development.

Ms. Daves commended the efforts of the new Special Education Teacher.

Member Tanuz inquired on the introduction of the Salad Bar and Breakfast Grab Bag initiative at the high school. Ms. Daves reported the grab bag initiative was initiated at the high school, noted an increase in participation/breakfast counts and the salad bar idea will commence in January for the high school.

Member Tanuz asked if the parent who refused to take the Alternative Assessment provided a reason. Ms. Daves noted the student has Autism spectrum disorder and touched on the student's conditions. Superintendent Sena-Holton made aware the parent has opted out for quite some time.

**BUSINESS REPORT**

**FINANCIAL STATUS**

Ms. Annette Kirk, K 12 Accounting Business Manager notified there are no Budget Adjustment Requests to report, on account of the short time between meeting dates. She welcomed questions in reference to payroll, vouchers, the check listing and any other material provided in the report. She pointed out a recent balance, mentioned the adjustment of necessary BAR's and conveyed there are a few more that need submission. Ms. Kirk reported the amount of total expenses for the month of November and noted there is not much to discuss on budgets.



**Regular Board Meeting  
December 12, 2023  
Page 6**

President Barrens inquired on anything out of the ordinary concerning November expenses. Ms. Kirk reported the order of business is progressing well. Superintendent Sena-Holton informed the Village of Pecos had a waterline issue over Thanksgiving Break that caused a line to burst at the secondary cafeteria. She stated the invoice has not been received for the cost of the repair, pointed out damage done to the playground and informed the VOP paid to restore the playground.

Presented Barrens presented a question/comment with regard to the thought of the budget; for the Board to discuss/have discussion prior to commencing with the preparation, have knowledge of areas that allow flexibility, with the intent to serve as a guide/target some of the wish lists presented into reality. He explained the method used the last few years. He referenced the completion of the Facilities Master Plan, in addition with the decline in enrollment and presented the idea to look at some kind of worst case scenarios.

Ms. Kirk noted with the launching of the Finance Committee Meetings, expressed interest in partaking and briefed on the rationale; a better understanding of prioritization, considerations that will be achievable and to be made aware of items that are a primary focus/will be first addressed out of the budget. She emphasized the need for discussion of/on essentials that coincide/assist with building the budget. She presented her thoughts on the discontinuation of state funding on customary initiatives that will impact the district's budget.

Member Tanuz inquired on who makes the final decision/determination of wish list items. Ms. Kirk explained the consideration process, based on what is available and aligns with what is necessary and required for instruction. She briefed on the difficulty of aligning all applications with the budgets. President Barrens reported the Board ultimately makes the decision, by means of communication. Superintendent Sena-Holton pointed out the incorporation of unfunded state mandates and commented on other factors that will impact the budget.

**CONSENT AGENDA**

Check Register for Month of November 2023  
Cash Transfer(s), BAR's (if any) and Journal Entries

Based on Superintendent Sena-Holton's recommendation, President Barrens moved to approve the Check Register for the Month of November 2023 and stated there are no BAR's or Journal Entries, seconded by Member Tanuz. Motion carried unanimously, 5-0.

**SUPERINTENDENT'S REPORT**

Member Roybal noted it was reported during the New Mexico School Boards Association 2024 Board Institute Conference that the district ought to have a constant list of any allegations or

**Regular Board Meeting  
December 12, 2023  
Page 7**

lawsuits that come against the district. Superintendent Sena-Holton conveyed she has an informal log, allegations against students is in PowerSchool and stated she does not have a record of lawsuits, on account of her belief the lawsuit is public record. She pointed out she has record of the investigations she has conducted in her position as Superintendent.

Superintendent Sena-Holton touched on the planning of the Auction, with the assistance of Ms. Kirk. She informed on the use of Artificial Intelligence (AI) district wide and sample policies from local districts.

Member Tanuz asked if the district has a Safety Plan. Superintendent Sena-Holton confirmed the district has a plan that was submitted and approved by NMPED.

**POLICY**

None

**ACTION ITEM(S)**

None

**OTHER**

Vice President Garcia pointed out the early registration for the National School Board Association 2024 Annual Conference and recognized the savings by taking advantage of the opportunity.

**ADVANCE PLANNING**

- Work Session-January 9, 2024, 5:30 pm, Pecos Schools Board Room
- Regular Board Meeting-January 16, 2024, 6:00 pm, Pecos Schools Board Room
- NMSBA 2024 Board Member Institute-February 1-3, 2024, Santa Fe, NM

**ADJOURNMENT**

At 8:24 p.m., Member Roybal moved to adjourn the meeting, seconded by Member Tanuz. Motion carried unanimously, 5-0. Minutes approved and signed on this 20<sup>th</sup> day of February 2024.

  
\_\_\_\_\_  
GRADY BARRENS, PRESIDENT

ATTEST

  
\_\_\_\_\_  
DARLENE ORTIZ, SECRETARY  
HAROLD J. GARCIA, VICE PRESIDENT