



Pecos Independent School District

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School Board

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

Administration

Debra Sena-Holton,
Superintendent

Vacant,
Director of Finance

**BOARD MEETING AGENDA
PECOS BOARD OF EDUCATION
REGULAR MEETING
APRIL 18, 2023
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 RECOGNITION
5. GRADUATION DISCUSSION
6. FY24 BUDGET PREPARATION UPDATE
7. UNIT/DIRECTOR REPORTS
8. BUSINESS REPORT
 - A. Financial Status
9. CONSENT AGENDA
 - B. Check Register for Month of March 2023
 - C. Cash Transfer(s), BAR's (if any) and Journal Entries
 - D. Minutes of Regular Board Meeting-February 21, 2023
 - E. Minutes of Regular Board Meeting-March 21, 2023
10. SUPERINTENDENT'S REPORT
11. POLICY
12. ACTION ITEM(S)
 - F. Approval/Disapproval of Request for Medical Leave of Absence by Employee
13. OTHER

14. ADVANCE PLANNING

- Work Session-May 2, 2023; 5:30 pm, Pecos Schools Board Room
- Regular Board Meeting-May 16, 2023, 6:00 pm, Pecos Schools Board Room
- Class of 2023 Graduation-May 19, 2023, 6:00 pm, PHS Gymnasium
- NMSBA 2023 Law Conference-June 1-3, 2023, Embassy Suites Hotel, Albuquerque, NM

- 15. EXECUTIVE SESSION-** to discuss limited personnel matters-status of employees, pending litigation-update with New Mexico Public Schools Insurance Authority and Title IX Investigation as per *NM Statutes Article 15 Open Meetings 10-15-1 Subparagraph H (2, 4 & 7)*.

ADJOURNMENT

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 PECOS BOARD OF EDUCATION
 PECOS INDEPENDENT SCHOOL DISTRICT
 PECOS SCHOOLS BOARD ROOM
 PECOS, NEW MEXICO
 APRIL 18, 2023
 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
April 18, 2023
6:00 P.M.**

CALL TO ORDER

The President, Mr. Grady Barrens called the meeting to order @ 6:00 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

Jesus Torres	Emiliano Torres	Ofelia Montoya	Jason Valencia
Lauren Sandoval	Pete Vallejo	Denisha Moodley	Vanessa Gonzales
Charlene Sandoval	Jocelynn Valencia	Stephanie Lujan	Ashlyn Lujan
Cathy Gallegos	Melissa T. Valencia-Flores		

APPROVAL OF AGENDA

Based on Superintendent Sena-Holton's recommendation, Member Roybal motioned to approve the agenda as presented, seconded by Member Tanuz. Motion carried unanimously, 5-0.

PUBLIC COMMENTS

None

GOLDEN PANTHER RECOGNITION

Principals announced April award recipients, mentioned the special qualities of the individual deserving of the award and presented those present with a recognition certificate. The Golden Panthers recognized were Emiliano Torres-7th grader, Ashlyn Lujan-Senior and Jocelynn Valencia-3rd grader.

GRADUATION DISCUSSION

Superintendent Sena-Holton informed graduation is on track and pointed out the graduation date of May 19, 2023 at 6:00 pm. She and Dr. Vallejo briefed on the preparation efforts/activities. She gave kudos to the sponsors, who took over a car show fundraiser, touched on the event and turnout. She and Board Members touched on the ceremony attire. Dr. Vallejo mentioned a change with an early graduate, pointed out the decision remains as originally planned and briefed on summer graduates. Superintendent Sena-Holton made aware of a planned Senior prank.

President Barrens inquired on any concerns that need to be discussed. Superintendent Sena-Holton & Board Members addressed dress code: decorated caps, stoles, honor cords, graduation leis and presenting of diplomas. Dr. Vallejo noted his efforts to remind parents of the recognition/celebratory formality/procedure. Superintendent Sena-Holton remarked on the operation of the fan in the gymnasium. She announced the date for the Athletic Banquet-Monday, May 22nd, noted the cost is \$5.00 per guest and briefed on the banquet plans/preparation. President Barrens encouraged school messenger and/or social media notification on congratulatory gift protocol.

FY24 BUDGET PREPARATION UPDATE

Superintendent Sena-Holton handed out the 2023-2024 Budget Meetings Flyer, mentioned a correction and conveyed the flyers will be distributed throughout the village. She pointed out other methods of communication to announce meetings, briefed on the meetings arrangement. She addressed a request concerning a budget function information document, informing the document provided in the past cannot be obtained and stated it may have been created by the previous Finance Director. President Barrens remarked on the core of information needed to associate oneself with in preparation for the meetings and to acquire a general idea. Superintendent Sena-Holton mentioned details that were provided and inquired on the specifics to provide. She indicated none of the information was provided the prior year, noted the three questions presented and reviewed the order of events. She pointed out the mandated 6% pay raise, touched on benefits and reported the uncertainty to sustain the current 80/70 insurance premium rates. Superintendent Sena-Holton reported an increase in principal salaries, conveyed they cannot receive the two increases and stated the increase will be the greater amount. She announced an increase to the unit value; by \$700 a student. She discussed the design of the 2023-2024 School Calendar and mentioned the number of Professional Development hours required. She made aware the budget is due June 6, 2023 and briefed on the plan for completion.

UNIT/DIRECTOR REPORTS

Student Nutrition/Support Services

Vice President Garcia asked if there is anything the Board needs to be made aware of.

Superintendent Sena-Holton noted a person has applied for the Summer Program Cook position. She reported commodities have been ordered for the upcoming school year and extra for the current year. She mentioned her attempt to apply for Fresh Fruits & Vegetables Funding and pointed out her intent to apply for the Seamless Summer Option Program Funding, which will provide three weeks of free breakfast and lunch for kids-June 5-23, 2023. She conveyed she is composing the National School Lunch Program Application for the forthcoming school year, the same program commonly utilized. Superintendent Sena-Holton reported the Student Nutrition Program is one of the better programs that actually sets a tutorial for every application and conveyed it's step by step. She stated reimbursements are being done and menus are being developed. She mentioned the request for Nutritional Professional Development.

Superintendent Sena-Holton made aware she is in collaboration with CES, concerning contracted services, attends IEPs-Individualized Education Programs as needed and pointed out the assistance provided by department personnel. She briefed on initial student evaluations and compensatory services. She remarked on the Puente Para Los Ninos Grant.

Elementary

Ms. Gallegos noted a ClassDojo Data Sheet was included in the packet; an overview of the previous week activities and gave a synopsis of the information measured. She mentioned the intent to present in May on the Book Study. She reported an increase in student enrollment.

Vice President Garcia asked how Ms. Gallegos felt about the Math Night turnout. Ms. Gallegos conveyed the turnout was good, announced approximately 40 families attended, stated they had a great time and handouts were available for parents to take home.

President Barrens inquired on the PTO Meeting. Ms. Gallegos reported she had a representative at the meeting, indicated they're in a flux position, making aware the individuals spearheading the last few years now have fifth graders. She acknowledged the group is small and were not as active this year. She announced they are assisting with Teacher Appreciation Week and Field Day. He asked if key areas have been identified, which the PTO can focus to support. She indicated the members are a fresh bunch, recognized the organization is newly-established and remarked on her directorship

President Barrens inquired on the projection of the SAT Teams plans involving retention. Ms. Gallegos reported none for 5th, 4th, 3rd and 2nd grade, noted there was discussion for 1st grade, but may perhaps not go through with and the possibility of two in kindergarten. She remarked on the finalization, noted the parent has approved of the retention, stated the child is a younger student and conveyed the retention is not punitive and is only in the best interest of the student.

Ms. Gallegos notified PISD has one more year left of the Pre-K Grant and do not have to go through the grant application process and informed an amended award letter will be issued, to indicate the amount of funding. She made the point that more money is being appropriated towards kids and stated additional information will be sent with regards to the Transportation Grant. She briefed on an upcoming compliance meeting and mentioned an end of year report.

Vice President Garcia inquired on the condition of the Pre-K Building. Ms. Gallegos reported a couple of improvements were done on the playground and stated the need to address playground equipment. Superintendent Sena-Holton mentioned Capital Outlay money received and briefed on quotes received to replace swing sets. President Barrens inquired on the need of a new playground. Ms. Gallegos acknowledged that there is a need and stated the equipment is used daily.

Middle School

Vice President Garcia asked what kind of excitement is being considered to bring back to the Literacy Program. Ms. Moodley indicated it's not just the Literacy Program, recognized the energy has been very low and stated the intention in bringing some excitement, so that we can end the year off strong within the students and learning. She briefed on the focus of ELA Teachers; more oral presentations and real life applications and gave an overview of the events. She mentioned her challenge for students to rebrand, instead of copying a brand.

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President Barrens expressed his excitement with the bell ringer initiative, remarked on the importance and asked how it is being received. Ms. Moodley acknowledged there was some pushback by certain teachers, certain students and reported after a week of consistent implementation and conversations, it went really well. She complimented student's recognition of some of the bell ringers they were being taught in class.

Member Tanuz acknowledged the increase in family participation for family night and reduction in student behavior referrals.

High School

President Barrens inquired in scholarships applications/correspondence/assistance etc. Dr. Vallejo stated it's a continuous process and conveyed the communication with students is ongoing as it is received. He noted a renewed interest in scholarships; recognized the scholarship opportunity and acknowledged the deterrence as well, on the basis of the cost to attend/attendance analysis/student fees etc. and break down by the institution. He remarked on students failure to open their email and accept their attendance to the university and acknowledge the financial aid award that coincides. Dr. Vallejo stated if a student is accepted to a university, a copy of the acceptance letter is required for the Alternative Demonstration of Competency. He reported prom took place on April 16th, informed students had an amazing time and pointed out approximately 120 students attended. He expressed appreciation to the chaperones and other staff who assisted. Member Roybal noted she was a chaperone and conveyed all the students were very polite.

Member Tanuz inquired on the Discipline-Level 3 infractions. Dr. Vallejo reported the offenses were dealt with and commented on the probable reasoning for the actions. He stated the students were aware they did wrong and the parents were disappointed with their child. He communicated that one situation does not define a child.

BUSINESS REPORT

FINANCIAL STATUS

Ms. Vanessa Gonzales, K 12 Accounting Business Manager expressed appreciation for her presence, extended a congratulations on the Boys Basketball State Championship and recognized the pride and support of students. She reviewed the Budget Adjustment Requests recommended for approval, inquired on any questions pertaining to the Accounts Payable Payment Vouchers for March 2023. She pointed out 93% of the Operational Budget has been spent for the year, which is in line for the end of the school year. Ms. Gonzales conveyed the month to month estimated expenditures by object and function are aligned as well and explained the Expenditure Budget Balance Report, noting a quick snapshot of the different funds and the balances in each one.

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She reported the Budget has been worked on, going into the third week and identified the various factors that have been incorporated and notified it is a matter of sitting with Superintendent Sena-Holton and going through and making the requested changes.

Vice President Garcia inquired on the involvement of Ms. Gonzales and her team with the PISD Budget Process. Ms. Gonzales stated she can definitely be involved in the Budget Committee Meetings and noted she did not mind being a part of the initiative. President Barrens articulated it may be a good idea for one of the meetings.

CONSENT AGENDA

Check Register for Month of March 2023
Cash Transfer(s), BAR's (if any) and Journal Entries
Minutes of Regular Board Meeting-February 21, 2023
Minutes of Regular Board Meeting-March 21, 2023

Based on Superintendent Sena-Holton's recommendation, Member Roybal moved to approve the Check Register for the Month of March 2023, Cash Transfer(s), BAR'(s) #35-#40 and Minutes of Regular Board Meeting-February 21, 2023, seconded by Member Tanuz. Motion carried unanimously, 5-0.

Based on Superintendent Sena-Holton's recommendation, President Barrens moved to table the Minutes of the Regular Board Meeting-March 21, 2023, seconded by Vice President Garcia. Motion carried unanimously, 5-0.

SUPERINTENDENT'S REPORT

Vice President Garcia inquired on the status of the middle school gym. Superintendent Sena-Holton mentioned her attendance of a Capital Outlay Session, during the 2023 Spring Budget Workshop and summarized the information presented; reported on the elimination of the offset, pointed out the districts match of 93%, discussed the opportunity/process to apply for a New Mexico Public School Facilities Authority-PSFA Waiver, stated the option for a partial facility and indicated there is no application deadline.

President Barrens asked if it's feasible to have the Facilities Master Plan and the waiver application completed prior to the start of the next school year. Superintendent Sena-Holton gave a status report on the completion of the Facilities Master Plan; three bids were received, same company will be utilized that has completed the last ten years-who are familiar with the facility, pointed out the completion is determined by the company's timeline, conveyed it expires this year and stated it must be completed. Superintendent Sena-Holton acknowledged the endurance and survival with one gym.

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Member Tanuz inquired on the status of the track repairs. Superintendent Sena-Holton mentioned the cost to repair, informed the insurance will not cover and stated she will not deplete SB 9 Monies. She noted the district is unable to host a track meet, on account of not having the timing system and made aware other small school districts are in the same predicament. She reported the track infield turf needs to be redone as well. *Recording cut off, the remainder of the transcription is based on notes and recollection of memory.*

Superintendent Sena-Holton announced Esports advanced to state. She made aware the district is in contention for The Director's Cup and conveyed Texico is ranked second. She briefed on her CPO Training. Superintendent Sena-Holton spoke about the possibility of needing to petition for legal services contracting bids. She gave an update on vacancies. She pointed out an NMPED-Transportation file audit was conducted. Superintendent Sena-Holton noted the high-speed internet has been a benefit, especially in relation to the current testing. She reported on the Fire Marshall visit and the Barracuda Door Defense System.

POLICY

None

ACTION ITEM(S)

APPROVAL/DISAPPROVAL OF REQUEST FOR MEDICAL LEAVE OF ABSENCE BY EMPLOYEE

Based on Superintendent Sena-Holton's recommendation, Vice President Garcia moved to approve the Request for Medical Leave of Absence by Employee through June 1, 2023, with full benefits, seconded by Secretary Ortiz. Motion carried unanimously, 5-0.

OTHER

Vice President Garcia inquired on the student submission for the New Mexico School Boards Association Scholarship. Superintendent Sena-Holton pointed out the deadline was Friday, April 14, 2023, conveyed she felt short of time to fulfill the deadline and stated the Board had received the correspondence as well. She provided an update on the East Pecos property.

ADVANCE PLANNING

- Work Session-May 2, 2023; 5:30 pm, Pecos Schools Board Room
- Regular Board Meeting-May 16, 2023, 6:00 pm, Pecos Schools Board Room
- Class of 2023 Graduation-May 19, 2023, 6:00 pm, PHS Gymnasium
- NMSBA 2023 Law Conference-June 1-3, 2023, Embassy Suites Hotel, Albuquerque, NM

EXECUTIVE SESSION

At, 7:57 p.m., Vice President Garcia made a motion to enter into executive session to discuss limited personnel matters-status of employees, pending litigation-update with New Mexico Public Schools Insurance Authority and Title IX Investigation as per *NM Statutes Article 15 Open Meetings 10-15-1 Subparagraph H (2, 4 & 7)*, seconded by Secretary Ortiz. Action item as a result of executive session if necessary. Motion carried unanimously, 5-0.

At 8:45 p.m., Vice President Garcia made a motion to reconvene from executive session, seconded by Secretary Ortiz. Motion carried unanimously, 5-0.

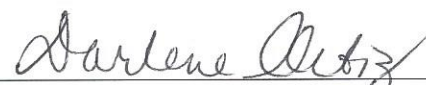
ADJOURNMENT

At 8:46 p.m., President Barrens moved to adjourn the meeting, seconded by Member Roybal. Motion carried unanimously, 5-0. Minutes approved and signed on this 20th day of June 2023.



GRADY BARRENS, PRESIDENT

ATTEST:



DARLENE ORTIZ, SECRETARY