



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

Brenda Gallegos,
Director of Finance

**BOARD MEETING AGENDA
PECOS BOARD OF EDUCATION
REGULAR MEETING
JULY 19, 2022
PECOS SCHOOLS BOARD ROOM
PECOS, NM
6:00 PM**

PLEDGE OF ALLEGIANCE

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. PUBLIC COMMENTS**
- 4. UNIT/DIRECTOR REPORTS**
- 5. BUSINESS REPORT**
 - A.** Financial Status
- 6. CONSENT AGENDA**
 - B.** Check Register for Month of June 2022
 - C.** Cash Transfer(s), BAR's (if any) and Journal Entries
 - D.** Minutes of Work Session-June 7, 2022
 - E.** Minutes of Regular Board Meeting-June 21, 2022
- 7. SUPERINTENDENT'S REPORT**
- 8. POLICY**
- 9. ACTION ITEM(S)**
 - F.** Approval/Disapproval of NMDOT Resolution
 - G.** Approval/Disapproval of 2022-2023 Pre-K Calendar
 - H.** Approval/Disapproval of 2022-2023 Athletic Handbook
- 10. OTHER**

11. ADVANCE PLANNING

- Strategic Plan Retreat-July 18, 2022, Albuquerque, NM, CES Sponsored
- 1st Day of School (Staff)-August 1, 2022
- Work Session-August 2, 2022, 5:30 pm, Pecos Schools Board Room
- Regular Board Meeting-August 16, 2022, 6:00 pm, Pecos Schools Board Room

- 12. 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)*.

ADJOURNMENT

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 PECOS BOARD OF EDUCATION
 PECOS INDEPENDENT SCHOOL DISTRICT
 PECOS SCHOOLS BOARD ROOM
 PECOS, NEW MEXICO
 JULY 19, 2022
 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
July 19, 2022
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
Mr. James Tanuz, Board Member
Ms. Debra Sena-Holton, Superintendent

MEMBERS ABSENT

Ms. Claudette Roybal, Board Member

OTHERS PRESENT

Pete Vallejo K Garner Denisha Moodley Gloria Ruiz
Melissa T. Valencia-Flores

APPROVAL OF AGENDA

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

PUBLIC COMMENTS

None

UNIT/DIRECTOR REPORTS

High School

Vice President Garcia inquired on graduation, to date. Superintendent Sena-Holton reported May 19, 2023 as the graduation date, pointed out the number of Seniors and mentioned two new enrollees.

Vice President Garcia inquired on staffing. Dr. Vallejo noted the high school is all staffed with the exception of the vacant Library Educational Assistant position.

Middle School

Member Tanuz inquired on the date for the Family Literacy Night. Ms. Moodley stated a date has not been set and touched on the basis of planning/coordinating the project. She pointed out the intent of the initiative; to choose a foundational skill, extend the skill to parents, to engage them in applying and show the types of activities they can do at home to assist their child/ren.

Superintendent Sena-Holton made aware of a calendar design, reporting a month in advance events, instead of past events, noting all Administrators will have access. She stated the calendar will include athletics, parent nights and site activities etc. She mentioned efforts to tie in with the district website.

Superintendent Sena-Holton introduced the new SPED & Student Nutrition Director, Ms. Karen Gardner.

Elementary School

Superintendent Sena-Holton noted Ms. Gallegos was not feeling well and offered to answer any questions. She stated the only vacancy is the Special Education Teacher position and indicated an interest was expressed.

President Barrens inquired on the basis of job interest; looking for Pecos in particular or a place with a job opening. Superintendent Sena-Holton indicated some want to come to Pecos on account of the location and conveyed the particular person was interested in the SPED Director position. She pointed out employee benefits were an incentive in recruiting two of the new hires and noted teacherage/housing has been an impediment.

BUSINESS REPORT

FINANCIAL STATUS

Superintendent Sena-Holton noted Ms. Brenda Gallegos absence and reported the financial correspondence has been provided. She informed Ms. Gallegos is currently working on End of Year Reports/completion.

President Barrens inquired on NMPED Financial adjustment requests. Superintendent Sena-Holton notified of an NMDOT Award, noted an increase of an additional \$10,000.00 and mentioned the purpose for the application. She notified of an \$85,000.00 NMDOH carryover for the Test to Stay Program and briefed on her plan for contracting services to conduct testing. She informed she awaits the toolkit from NMPED, outlining requirements.

CONSENT AGENDA

Check Register for Month of June 2022
Cash Transfer(s), BAR's (if any) and Journal Entries
Minutes of Work Session-June 7, 2022
Minutes of Regular Board Meeting-June 21, 2022

Vice President Garcia inquired on the Fuel Line Item ending balance. Superintendent Sena-Holton reported the ending balance of account was in the red, that included the additional \$6,000.00 and informed it was supported through the Operational Fund. She mentioned the consolidation of bus routes for the upcoming school year.

Based on Superintendent Sena-Holton's recommendation, Vice President Garcia moved to approve the Check Register for the Month of June 2022, Cash Transfer(s), BAR'(s) (if any), End of Year Internal BAR's and Journal Entries, Minutes of Work Session-June 7, 2022 and Minutes of Regular Board Meeting-June 21, 2022, seconded by Secretary Ortiz. Motion carried unanimously, 4-0.

SUPERINTENDENT'S REPORT

Superintendent Sena-Holton notified of two new bus drivers, briefed on the hiring process, announced the consolidation of bus routes and pointed out a decrease in the total number of bus drivers. She updated on staffing; mentioning a vacant certified staff position at the elementary, the hiring of an additional custodian and reported student workers are employed through the end of the month. She made aware of three additional student helpers through Help New Mexico. Superintendent Sena-Holton touched upon the DOH carryover mentioned in the Business Report.

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She noted an elementary walkthrough by PSFA and mentioned the expectancy of having a report in the coming week, to determine advancement on the Capital Outlay List. She reported on school/ground repairs; funding initiatives/efforts to assist with the track and middle school gym repairs and informed the roofing project will need to be put out to bid. Superintendent Sena-Holton spoke on beginning of year preparatory measures, briefed on an all instructional staff training with regard to Social Emotional Learning and recommended visiting the district website, in recognition of a parent resources medallion, offering free resources to parents.

Member Tanuz asked how parents are made aware of the medallion/resource. Superintendent Sena-Holton stated notification will be sent through various forms of communication; School Messenger, letter format and Social Media.

Superintendent Sena-Holton provided an update on the East Pecos Property; pointed out structural damage concluded by an EPA walkthrough. She touched upon the Strategic Plan and updating the Mission, Vision, and Core Values. She noted the district website is nearly up-to-date and informed on the calendar of events initiative.

President Barrens requested review of how the Director's Reports; to be geared towards the district's goals and plans. Superintendent Sena-Holton noted the incorporation of the 90 Day Action Plan Goals, Professional Development (how the training is tied into the 90 Day or the district Strategic Plan), sharing some successes and the inclusion of discipline and enrollment information. He complimented the objective of the format. Superintendent Sena-Holton mentioned the addition of a District Challenge, 1,000 positive phone calls for the year, with the intent of changing the culture that when the school calls, they are not going to put the district on ignore. She announced the due date for the 90 Day Action Plans; end of September and foresee presentation to the Board in October. She conveyed meetings will be held with the community for the Strategic Plan.

President Barrens proposed the idea of a backup COVID Plan, if a plan is not in place and stated he is not a huge fan of virtual learning. Superintendent Sena-Holton conveyed not everyone is going to be 100% honest if they have COVID, emphasized on being very cautious and stated the backup plan is having tests available. He referred to the event if new guidelines were imposed from NMPED. She reported the current update, informing the district no longer has to report Staff Surveillance Testing.

President Barrens asked if contact has been made with Ambrose Castellano. Superintendent Sena-Holton informed he is open to meeting, spoke on selecting a date and acknowledged his lack of support to the school district.

President Barrens inquired in the restriping of the gym parking lot. Superintendent Sena-Holton acknowledged the restriping was not a task for completion. She gave kudos to the custodial and maintenance staff and reported they have been working extremely hard. She indicated next year's NMDOT request can be geared towards the restriping.

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Member Tanuz asked if anything can be done for the custodial and maintenance staff. Superintendent Sena-Holton recommended sending an email to the suitable department, who would appreciate the expression.

Vice President Garcia inquired on the NMPED approval timing of the Auction List. Superintendent Sena-Holton noted a high turnover in the department and stated she is unaware who the Finance Director sent to for approval.

Vice President Garcia asked if the additional funding for the track repairs is for the approaching season. Superintendent Sena-Holton acknowledged for the approaching season and expressed her hopes for completion of the middle school gym repairs by basketball season.

POLICY

None

ACTION ITEM(S)

APPROVAL/DISAPPROVAL OF NMDOT RESOLUTION

Based on Superintendent Sena-Holton's recommendation, Vice President Garcia moved to approve the NMDOT Resolution, seconded by Secretary Ortiz. Motion carried unanimously, 4-0.

APPROVAL/DISAPPROVAL OF 2022-2023 PRE-K CALENDAR

Based on Superintendent Sena-Holton's recommendation, Vice President Garcia moved to approve the 2022-2023 Pre-K Calendar, seconded by Member Tanuz. Motion carried unanimously, 4-0.

APPROVAL/DISAPPROVAL OF 2022-2023 ATHLETIC HANDBOOK

Superintendent Sena-Holton informed the Athletic Coordinator cannot do any discipline, stated she would execute all the discipline and conduct coaches evaluations. She reviewed the Athletic Handbook amendments.

Based on Superintendent Sena-Holton's recommendation, Secretary Ortiz moved to approve the 2022-2023 Athletic Handbook, with a correction, seconded by Vice President Garcia. Motion carried unanimously, 4-0.

Member Tanuz asked if eligibility modifications would apply with any scheduling adjustments, in relation to COVID guidelines.

OTHER

Secretary Ortiz asked the President if he had already given the Superintendent her evaluation and inquired on her employment contract. President Barrens stated he had the evaluation in his vehicle and Superintendent Sena-Holton noted the contract was on hand and in need of signatures.

Vice President Garcia requested Administrators report on their vaping plan. Dr. Vallejo mentioned the modification of the discipline matrix, alluded to the inclusion of key components and the consequence(s) is clearly outlined in all aspects. Superintendent Sena-Holton remarked on the School Psychologist certification, in relation to vaping support and spoke on a book study project targeted on school suspension alternatives.

Ms. Moodley pointed out the San Miguel Behavioral Health Unit has a department now that's specializing in substance abuse prevention, notifying they have a twelve-week course, where they will actually send an instructor to the school. She reported communication and efforts are being made on incorporating them into the Health & Fitness Classes. She conveyed, based on meeting with 6th grade families vaping is such a normality. Ms. Moodley indicated parents respect the Board Members, suggested having a meeting with them and relaying the district expectations is a way the Board can per sway them.

Superintendent Sena-Holton noted the middle school were the biggest culprits of vaping and mentioned how the project initiated.

Superintendent Sena-Holton placed emphasis on visibility, communication and building traditions. She made aware of her task on celebratory communication.

Vice President Garcia inquired on cellphone use. Ms. Moodley informed the collection of cellphones has worked nicely for the middle school and recognized there has been some gains. She noted there are families who have completely opted out and stated at that point, everything has been done to present the safest and most productive environment for their child. She pointed out the protocol for students who are caught, whose parents are adamant they have a cell phone on them.

Dr. Vallejo noted the circumstances differ at the high school, indicating it's a number of other factors and pointed out different situations in which the cell phone is a need. He informed he is opposed, at least at this time to collecting the cell phones.

Superintendent Sena-Holton briefed on Active Shooter Training; noted and reviewed a different training technique and pointed out scheduled training dates.

ADVANCE PLANNING

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ADJOURNMENT

At 7:28 p.m., Vice President Garcia moved to adjourn the meeting, seconded by Secretary Ortiz. Motion carried unanimously, 4-0. Minutes approved and signed on this 27th day of September 2022.



GRADY BARRENS, PRESIDENT

ATTEST:



DARLENE ORTIZ, SECRETARY