



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
JUNE 20, 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. **PRESENTATION OF EXCELLENCE IN STUDENTS ACHIEVEMENT AWARD**
6. **UNIT/DIRECTOR REPORTS**
7. **BUSINESS REPORT**
 - A. Financial Status
8. **CONSENT AGENDA**
 - B. Check Register for Month of May 2023
 - C. Cash Transfer(s), BAR's (if any) and Journal Entries
 - D. Minutes of Regular Board Meeting-April 18, 2023
 - E. Minutes of Regular Board Meeting-May 23, 2023
9. **SUPERINTENDENT'S REPORT**
10. **POLICY**
11. **EXECUTIVE SESSION-** to discuss limited personnel matters-superintendent evaluation as per *NM Statutes Article 15 Open Meetings 10-15-1 Subparagraph H (2)*.
12. **ACTION ITEM(S)**
 - F. Approval/Disapproval of Electrical Bid
 - G. Approval/Disapproval of Propane Bid
 - H. Approval/Disapproval of Plumbing Bid
 - I. Approval/Disapproval of Speech Language Services for FY24
 - J. Approval/Disapproval of Physical Therapy Evaluations and Supervision of PTA for FY24

- K.** Approval/Disapproval of HVAC Services for the District on an as needed basis
- L.** Approval/Disapproval IT Management for the District on an as needed basis
- M.** Approval/Disapproval Certified Teacher Providing Services for Visually Impaired Students for FY24
- N.** Approval/Disapproval of Certified Specialists Providing Orientation and Mobility Services and Vision Rehabilitation Therapy for Students who are Blind or Visually Impaired for FY24
- O.** Approval/Disapproval of Title IV Application
- P.** Approval/Disapproval of Board Policies Governing Special Education
- Q.** Approval/Disapproval of Procedures and Adopt Assurance Statement
- R.** Approval/Disapproval of IDEA B Application
- S.** Approval/Disapproval of 2023-2024 Pre-K Calendar
- T.** Approval/Disapproval of 2023-2024 Preventative Maintenance Plan
- U.** Approval/Disapproval of 2023-2024 Open Meetings Resolution
- V.** Approval/Disapproval of Superintendent Contract
- W.** Approval/Disapproval of Middle School Gym Floor Bid

13. OTHER

14. ADVANCE PLANNING

- Regular Board Meeting-June 20, 2023, 6:00 pm, Pecos Schools Board Room
- Work Session-July 11, 2023, 5:30 pm, Pecos Schools Board Room
- NMSBA 2023 Leadership Retreat-July 13-15, 2023, The Lodge, Cloudcroft, NM

ADJOURNMENT

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 PECOS BOARD OF EDUCATION
 PECOS INDEPENDENT SCHOOL DISTRICT
 PECOS SCHOOLS BOARD ROOM
 PECOS, NEW MEXICO
 JUNE 20, 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
June 20, 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 Andrea Apodaca Vanessa Gonzales
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 Member Roybal. Motion carried unanimously, 5-0.

PUBLIC COMMENTS

None

PRESENTATION OF EXCELLENCE IN STUDENTS ACHIEVEMENT AWARD

Superintendent Sena-Holton invited Ms. Andrea Apodaca to the podium.

President Barrens reported this Excellence in Student Achievement Award is presented by the New Mexico School Boards Association in cooperation with the local school board of education, the Pecos Independent School Board in recognition of the outstanding role played in improving student achievement for school year 2022-2023. He expressed his and the Boards desire to recognize and show their appreciation to Ms. Apodaca, acknowledged they are aware she accepted/assumed responsibility continually, conveyed it's an immense benefit and declared that she is a huge asset to the students, and the community. He thanked her for convening and stated they wanted to ensure that she was recognized.

Member Roybal noted, in recognition of Ray Valdez, the Board would like to thank him for all his hard work and always willing to go above and beyond, ensuring the districts facilities are maintained as best as they can be, acknowledged he does it for the students and staff and stated the Board would like to thank him for all his hard work.

UNIT/DIRECTOR REPORTS

Middle School

Superintendent Sena-Holton informed of Ms. Moodley's travel out of the country, mentioned the duration she'll be out of the district and reported on the hiring at the middle school. She noted scheduled meetings have been arranged and a time has been secured with the secondary principal to interview for the vacant secretary position.

Elementary

Member Tanuz asked on the Summer School Program. Ms. Gallegos stated the program is going well and all are having fun. Vice President Garcia commented on the enrollment. President Barrens inquired on the Book Study Report. Ms. Gallegos conveyed the report will be presented in August. President Barrens inquired on the search for the vacant elementary position. Ms. Gallegos expressed her confidence that a job seeker will transpire. President Garcia brought to mind the BOY & EOY improvements of the previous school year and inquired on maintaining and continuing to improve in the subjects. Ms. Gallegos stated the intent to exceed, conveyed she anxiously awaits test scores, expressed she was pleased with the gains and communicated that she

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wants to see greater gains. She briefed on her plan to review the data and thinking about the next steps. She noted math will continue to be a focus for the upcoming year and reported she is content with the ELA-English Language Arts instruction. Ms. Gallegos pointed out the need for reinforcement in laxer areas and mentioned she is looking forward to starting fresh. She told of her desire to top scores and strive to do as best of abilities for the next school year.

High School

Dr. Vallejo notified ACT Scores were received, pointed out this time last year two students passed the English component and announced thirteen students passed in the present year. He recognized a slight lackluster in math, on account of three different teachers over the past two years and long-term substitute teachers and conveyed it will be a focus the upcoming school year. He expressed feeling proud Juniors are accelerating and stated the hope to continue to surpass and increase scores. Dr. Vallejo noted the thirteen district students made the state cutoff score. Vice President Garcia inquired on the attribution. Dr. Vallejo touched upon instructional strategies of prior and current instructors, conveyed there is much more of a focus on reading and writing and remarked on pushing students further in the coming year. He stated the need to get students to do well in math as well.

Member Tanuz recognized the decrease in student enrollment with incoming Freshman and graduating Seniors. Dr. Vallejo reported the start of the school year student enrollment, provided a 2023-2024 beginning number and remarked on anticipated decreases in the next few years.

President Barrens inquired on the type of teacher needed in order for them to be successful, as well as students. Dr. Vallejo determined the need of a/for the person who is rather more dynamic. He briefed on the approach of the last couple of teachers; straight forward, not flexible and not willing to work with students. He touched on essential teaching strategies, in his search of an instructor; dynamic, more of a personality, flexible, willing to work with students and looking out for them. Dr. Vallejo made aware of his hiring efforts and response to the recruitment.

BUSINESS REPORT

FINANCIAL STATUS

Ms. Vanessa Gonzales, K 12 Accounting Business Manager reviewed the Budget Adjustment Requests recommended for approval, noted some have already been approved by NMPED and provided the reason/type for the Budget Adjustment Request. She referenced the Check Listing for the month of May 2023, informed the final Accounts Payable run will occur in June and noted nothing out of the ordinary with reference to the Purchase Order Report. She briefed on Expenditures, the Monthly Cash Balance and Financial Summary. Ms. Gonzales notified the

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accounting firm will provide services, during the transition of the new hire for the Payroll & Accounts Payable position.

CONSENT AGENDA

Check Register for Month of May 2023
Cash Transfer(s), BAR's (if any) and Journal Entries
Minutes of Regular Board Meeting-April 18, 2023
Minutes of Regular Board Meeting-May 23, 2023

Based on Superintendent Sena-Holton's recommendation, Member Tanuz moved to approve the Check Register for the Month of May 2023, Cash Transfer(s), BAR's #45-#47, #49 & #50, Minutes of Regular Board Meeting-April 18, 2023 and Minutes of Regular Board Meeting-May 23, 2023, seconded by Member Roybal. Motion carried unanimously, 5-0.

SUPERINTENDENT'S REPORT

Superintendent Sena-Holton touched on the scheduling of the Board Retreat and mentioned Team Building as the focus, including the Administrative Team. She touched upon topics discussed during a District Cabinet Meeting; tying in the Professional Development Plan for the year into the District Strategic Plan, to align with the 90 Day Action Plans and pointed out the objective of being more consistent and organized. She mentioned the planning/scheduling of beginning of year trainings and noted several are state mandated. Superintendent Sena-Holton notified a bus tour with teachers will occur, making them cognizant of where students come from and briefed on a change to orientation.

President Barrens inquired on how the Professional Development Plan will be tied into the Strategic Plan. Superintendent Sena-Holton reported modifications will need to be made, stated the intent to tie in with the 90 Day Action Plans and Strategic Plans. She alluded to the catchphrase, "teach from your feet, not your seat", noted the mentality shift to, "teach from your seat" during COVID (behind a screen) and conveyed teachers are stuck, "in a seat" approach. She acknowledged the approach needs to be acted upon as a district.

President Barrens inquired on the status of the Mill Levy. Superintendent Sena-Holton told that information was provided by the San Miguel County Treasurer's Office, informed of a meeting with a bond company, who will research the information once a contract is signed. She pointed out the San Miguel County Treasurer was not able to provide answers to questions presented.

President Barrens expressed his main concern regarding the Mill Levy; he doesn't want to get caught, the term expires, be compelled to rush through the process, somehow the continuation of the levy fails and the district is constrained for a duration without access to the SB 9 Money.

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Superintendent Sena-Holton reported damage to the high school gym floor, noted she will contact the insurance adjuster and informed the floor was replaced at the same time the middle school gym floor was replaced.

Member Tanuz inquired on the East Pecos Property. Superintendent Sena-Holton stated there were no updates to report and President Barrens touched on the status and expressed his confidence it will be followed up on by the State Environment Department.

Member Tanuz inquired on the status of the surveyor. Superintendent Sena-Holton stated her intent to invite him to the next Work Session.

POLICY

None

EXECUTIVE SESSION

At 6:42 p.m., President Barrens made a motion to enter into executive session to discuss limited personnel matters-superintendent evaluation as per *NM Statutes Article 15 Open Meetings 10-15-1 Subparagraph H (2)*, seconded by Vice President Garcia. Action item as a result of executive session if necessary. Motion carried unanimously, 5-0.

At 7:45 p.m., Member Tanuz made a motion to reconvene from executive session, seconded by Vice President Garcia. Motion carried unanimously, 5-0.

ACTION ITEM(S)

APPROVAL/DISAPPROVAL OF ELECTRICAL BID

Superintendent Sena-Holton reported a bid was received after the 1:00 pm deadline, as a result the bid invitation will need to be re-advertised.

APPROVAL/DISAPPROVAL OF PROPANE BID

Based on Superintendent Sena-Holton's recommendation, Vice President Garcia moved to approve the fixed price of \$1.95/gallon propane bid submitted by Ferrellgas, seconded by Secretary Ortiz. Motion carried unanimously, 5-0.

APPROVAL/DISAPPROVAL OF PLUMBING BID

Superintendent Sena-Holton reported no bids were submitted and stated the bid invitation will need to be re-advertised.

APPROVAL/DISAPPROVAL OF SPEECH LANGUAGE SERVICES FOR FY24

Superintendent Sena-Holton reported no bids were submitted and stated the bid invitation will need to be re-advertised.

APPROVAL/DISAPPROVAL OF PHYSICAL THERAPY EVALUATIONS AND SUPERVISION OF PTA FOR FY24

Superintendent Sena-Holton reported no bids were submitted and stated the bid invitation will need to be re-advertised.

APPROVAL/DISAPPROVAL OF HVAC SERVICES FOR THE DISTRICT ON AN AS NEEDED BASIS

Superintendent Sena-Holton reported a bid was received after the 1:00 pm deadline, as a result the bid invitation will need to be re-advertised.

APPROVAL/DISAPPROVAL IT MANAGEMENT FOR THE DISTRICT ON AN AS NEEDED BASIS

Based on Superintendent Sena-Holton's recommendation, President Barrens moved to approve the IT Management Bid for the District on an as needed basis of \$4,032.00/month for 12 months for 30 hours of onsite and or remote support services and disaster recovery submitted by Crumbacher Business IT Services, seconded by Secretary Ortiz. Motion carried unanimously, 5-0.

APPROVAL/DISAPPROVAL OF CERTIFIED TEACHER PROVIDING SERVICES FOR VISUALLY IMPAIRED STUDENTS FOR FY24

Superintendent Sena-Holton reported no bids were submitted and stated the bid invitation will need to be re-advertised.

APPROVAL/DISAPPROVAL OF CERTIFIED SPECIALISTS PROVIDING ORIENTATION AND MOBILITY SERVICES AND VISION REHABILITATION THERAPY FOR STUDENTS WHO ARE BLIND OR VISUALLY IMPAIRED FOR FY24

Superintendent Sena-Holton reported no bids were submitted and stated the bid invitation will need to be re-advertised.

APPROVAL/DISAPPROVAL OF TITLE IV APPLICATION

Based on Superintendent Sena-Holton's recommendation, Member Tanuz moved to approve the Title IV Application, seconded by Member Roybal. Motion carried unanimously, 5-0.

APPROVAL/DISAPPROVAL OF BOARD POLICIES GOVERNING SPECIAL EDUCATION

Based on Superintendent Sena-Holton's recommendation, Member Tanuz moved to approve the Board Policies Governing Special Education, seconded by President Barrens. Motion carried unanimously, 5-0.

APPROVAL/DISAPPROVAL OF PROCEDURES AND ADOPT ASSURANCE STATEMENT

Based on Superintendent Sena-Holton's recommendation, President Barrens moved to approve Procedures and Adopt Assurance Statement, seconded by Member Tanuz. Motion carried unanimously, 5-0.

APPROVAL/DISAPPROVAL OF IDEA B APPLICATION

Based on Superintendent Sena-Holton's recommendation, President Barrens moved to approve IDEA B Application, seconded by Member Tanuz. Motion carried unanimously, 5-0.

APPROVAL/DISAPPROVAL OF 2023-2024 PRE-K CALENDAR

Based on Superintendent Sena-Holton's recommendation, Member Tanuz moved to approve the 2023-2024 Pre-K Calendar, seconded by Vice President Garcia. Motion carried unanimously, 5-0.

APPROVAL/DISAPPROVAL OF 2023-2024 PREVENTATIVE MAINTENANCE PLAN

Based on Superintendent Sena-Holton's recommendation, President Barrens moved to approve the 2023-2024 Preventative Maintenance Plan, seconded by Member Tanuz. Motion carried unanimously, 5-0.

APPROVAL/DISAPPROVAL OF 2023-2024 OPEN MEETINGS RESOLUTION

Based on Superintendent Sena-Holton's recommendation, Member Roybal moved to approve the 2023-2024 Open Meetings Resolution, seconded by Member Tanuz. Motion carried unanimously, 5-0.

APPROVAL/DISAPPROVAL OF SUPERINTENDENT CONTRACT

Secretary Ortiz moved to rescind the current Superintendent Contract, seconded by President Barrens. Motion carried unanimously, 5-0.

Secretary Ortiz moved to implement a 6% raise and a two-year Superintendent Contract extension through June 30, 2026, seconded by President Barrens. Motion carried unanimously, 5-0.

APPROVAL/DISAPPROVAL OF MIDDLE SCHOOL GYM FLOOR BID

Based on Superintendent Sena-Holton's recommendation, Member Tanuz moved to approve the \$120,912.23 quote submitted by J3 Systems-a CES Vendor, seconded by Member Roybal. Motion carried unanimously, 5-0.

OTHER

Superintendent Sena-Holton informed a yearly inventory is kept and conveyed it will be listed as an Action Item on the next meeting agenda. She briefed on her intent to have an auction.

Member Tanuz expressed concern with students receiving contracted Support Services. Superintendent Sena-Holton pointed out the solicitation of bids efforts, noted what the law requires and stated the district will be under obligation to provide compensatory services.

ADVANCE PLANNING

- Regular Board Meeting-June 20, 2023, 6:00 pm, Pecos Schools Board Room
- Work Session-July 11, 2023, 5:30 pm, Pecos Schools Board Room
- NMSBA 2023 Leadership Retreat-July 13-15, 2023, The Lodge, Cloudcroft, NM

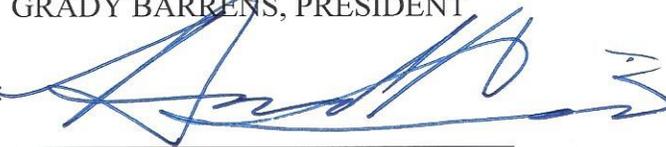
ADJOURNMENT

At 8:20 p.m., President Barrens moved to adjourn the meeting, seconded by Vice President Garcia. Motion carried unanimously, 5-0. Minutes approved and signed on this 18th day of July 2023.



GRADY BARRENS, PRESIDENT

ATTEST:



DARLENE ORTIZ, SECRETARY (ABSENT)
HAROLD J. GARCIA, VICE PRESIDENT