



# 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  
March 22, 2022  
PECOS SCHOOLS BOARD ROOM  
PECOS, NM**

### **PLEDGE OF ALLEGIANCE**

#### **1. CALL TO ORDER**

#### **2. APPROVAL OF AGENDA**

#### **3. PUBLIC COMMENTS**

#### **4. GOLDEN PANTHER AWARDS**

#### **5. FY21 AUDIT PRESENTATION**

#### **6. FY23 BUDGET PRESENTATION**

#### **7. UNIT/DIRECTOR REPORTS**

#### **8. BUSINESS REPORT**

A. Financial Status

#### **9. CONSENT AGENDA**

- B. Check Register for Month of February 2022
- C. Cash Transfer(s), BAR's (if any) and Journal Entries
- D. Minutes of Regular Board Meeting- January 18, 2022
- E. Minutes of the Regular Board Meeting -February 7, 2022

#### **10. ACTION ITEM(S)**

A. Approval/Disapproval of FY21 Audit

#### **11. SUPERINTENDENT'S REPORT**

**12. POLICY**

**13. OTHER**

**14. ADVANCE PLANNING**

- NSBA 2022 Annual Conference and Exposition-April 2-4, 2022, San Diego,
- Work Session-April 5, 2022, 5:30 pm, Pecos Schools Board Room
- School Spring Budget Conference-April 6-8, 2022, Hotel Albuquerque
- Regular Board Meeting-April 19, 2022, 6:00 pm, Pecos Schools Board Room

**15. EXECUTIVE SESSION**-to discuss Superintendent's Evaluation as per NM Statutes Article 15 Open Meetings 10-15-1 Subparagraph H (7).

**ADJOURNMENT**

INDEX  
 MINUTES  
 REGULAR MEETING  
 PECOS BOARD OF EDUCATION  
 PECOS INDEPENDENT SCHOOL DISTRICT

PECOS SCHOOLS BOARD ROOM  
 PECOS, NEW MEXICO  
 MARCH 22, 2022  
 6:00 P.M.

CALL TO ORDER -----	1
ROLL CALL -----	1
APPROVAL OF AGENDA -----	2
PUBLIC COMMENTS -----	2
GOLDEN PANTHER AWARDS -----	2
FY21 AUDIT PRESENTATION -----	2
FY23 BUDGET PRESENTATION -----	2-3
BUSINESS REPORT -----	3
UNIT/DIRECTOR REPORTS -----	3-5
CONSENT AGENDA -----	5-6
➤ Check Register for Month of February 2022	
➤ Cash Transfer(s), BAR's (if any) and Journal Entries	
➤ Minutes of Regular Board Meeting-January 18, 2022	
➤ Minutes of Regular Board Meeting-February 7, 2022	
ACTION ITEM(S) -----	6
➤ Approval/Disapproval of FY21 Audit	
SUPERINTENDENT'S REPORT -----	6
POLICY -----	6
OTHER -----	6
ADVANCE PLANNING -----	7
EXECUTIVE SESSION -----	7



## **MINUTES**

**Regular Meeting  
Pecos Board of Education  
Pecos Independent School District  
Pecos, New Mexico  
Pecos Schools Board Room  
Pecos, NM  
March 22, 2022  
6:00 P.M.**

### **PLEDGE OF ALLEGIANCE**

### **CALL TO ORDER**

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

### **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**

Emily Ortiz	Cathy Gallegos	Pete Vallejo	Denisha Moodley
Leslie Damon	Amanda Carrillo	Rudy Carrillo	Enzo Carrillo
Devin Gabaldon	Armando Gabaldon	Armandre Gabaldon	Brenda Tanuz
Randy Tanuz	Gene Lujan	Lourdaz Lujan	Aleah Tanuz
Brenda Gallegos via GOOGLE Hangouts Meet			

## **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

## **GOLDEN PANTHER AWARDS**

Principals announced March award recipients, identified the traits that qualified the individual for the award and presented those present with a recognition certificate. The Golden Panthers recognized were Armandre Gabaldon-2<sup>nd</sup> grader, Enzo Carrillo-1<sup>st</sup> grader, Emily Sanchez-8<sup>th</sup> grader and Aleah Tanuz-Junior.

Ms. E Ortiz complimented Ms. Tanuz on her work ethics and dedication to the sports program. She expressed appreciation for her responsibility, conveyed how proud she is of Ms. Tanuz and thanked her for all she (Ms. Tanuz) did in the athletics department. President Barrens congratulated Ms. Tanuz.

President Barrens and Board Members congratulated recipients.

## **FY21 AUDIT PRESENTATION**

President Barrens mentioned his understanding the auditor had an emergency. Ms. Gallegos acknowledged the absence, noted his apology for postponing and stated he'll be at the April meeting. Superintendent Sena-Holton noted the Action Item will be tabled, farther on the agenda. Ms. Gallegos pointed out the Board has a copy of the audit.

## **FY23 BUDGET PRESENTATION**

Ms. Gallegos reported the budget due date of April 20<sup>th</sup>, announced the unit value was received and informed it was greater than this year. She informed the major fund is 11000-the state equalization guarantee, touched on the basis of the funding and conveyed it's the primary operating revenue. She noted there are different functions within the fund and explained the functions in detail. Ms.

## **Regular Board Meeting**

**March 22, 2022**

**Page 3**

Gallegos expressed the importance that the operational fund carries a cash balance. She presented her idea/guidance on the Board's approach in building the budget. She spoke on an insurance contribution initiative and indicated it may serve as a recruiting tool. Superintendent Sena-Holton presented her budget meeting proposal. Planning discussion has held and meetings were finalized.

## **BUSINESS REPORT**

### **FINANCIAL STATUS**

Ms. Brenda Gallegos, Finance Director announced the Cash Reconciliation for the month is within the packet. She reported all funds are in good standing. She noted the Check Listing for the month of February 2022 is in the packet, she summarized the Payroll and Accounts Payable Report, Cash Transfers/BAR's (if any), Internal BAR's and Journal Entries.

## **UNIT/DIRECTOR REPORTS**

### **Support Services/Student Nutrition**

Ms. Damon mentioned Cooperative Educational Services-CES offering of Professional Development, she did not include and pointed out teacher's participation in some of those trainings. She informed the new teacher has been trained on the new reading program and referred to a coaching training that needs to occur for the elementary and middle school. She announced the transfer of PowerSchool data from the current school year will be completed by the end of the year. Ms. Damon pointed out the high school vacant position. She notified of a vendor closing at the end of the school year and briefed on the effect to the district. She briefed on the submission of the Puente Para Los Ninos Grant. Ms. Damon mentioned a mini science fair initiative at the high school and a site cooking project for middle school students. She announced an upcoming publication of a scary story by a gifted middle school student who entered into a scary story contest.

Ms. Damon informed an Equipment Grant Award Letter was received, in the amount of \$21,948.00. She reported the hiring of a secondary cook and conveyed both cafeterias are fully staffed. She mentioned the submission of the New Mexico Grown Application. She briefed on the commodities allocation and the food item selections decided upon. She remarked on the need to taste the food prepared.

Vice President Garcia inquired on the quality of USDA Commodities. Ms. Damon noted commodities of past years are of higher quality than the present and remarked on cost. She explained the meal serving procedure to improve numbers. She reported a change in the milk vendor to Creamland, with the offering of strawberry milk, in addition to white and chocolate milk.

## **Regular Board Meeting**

**March 22, 2022**

**Page 4**

President Barrens inquired on some type of standardized protocols. Ms. Damon noted she will initiate the notation process, on account of new cooks at both sites and unfamiliarity. She conveyed the USDA has provided a binder of recipes.

### **High School**

Dr. Vallejo mentioned interviews for the special education vacancy, with hopes to fill the position. He spoke on the time of year staff determine and declare their position with the district for the upcoming school year. He recognized the end of the school year, acknowledging an abundance of opportunities in preparation for next years students and briefed on the initiatives. Dr. Vallejo recognized the area of opportunity is more of a time management piece, entering the busiest time of the school year and touched on the academic relations. He reported the official number of 12<sup>th</sup> grade students and announced the number on track to graduate. He mentioned Senior calendar of events/activities. Superintendent Sena-Holton reviewed graduation ceremony occurrence, conveyed preparations have been completed and expressed concern with the slideshow. She reminded to include future plans of students in ceremony and reviewed traditional recognition.

### **Athletics**

Ms. Ortiz touched upon efforts to make graduation ceremony intimate and special for graduates. She remarked on having the ability to acknowledge the number of graduates in comparison to much larger schools and encouraged to keep the thought in mind in planning for graduation. She informed her report was submitted and would like to provide updates. Ms. Ortiz spoke on acknowledging the hard work of both the boys' and girls' basketball teams. She recognized the challenges of digital ticketing and advised on improving. She announced the PHS Cheer Team placed 3<sup>rd</sup> in the State Spirit Competition and commented on the highlight as a first-year varsity coach and assistant coach. Ms. Ortiz pointed out the cancellation of the first home baseball game, spoke on the concern of how to contact people and reviewed the game schedule for the week. She reported the high school girls' softball team earned the 6<sup>th</sup> place trophy in the Softball Tournament in Santa Rosa. She pointed out the high school boys track and field placed 2<sup>nd</sup> in their first meet, made mention of the participation of larger schools and reviewed the meet schedule for the week. Ms. Ortiz gave kudos to the Concession Manager and mentioned her preparation of the baseball/softball concession. She announced the resignation of the Girls Head Basketball Coach and touched on the interview plans. She briefed on the planning of the Athletic Banquet.

President Barrens brought up the idea of a card reader. Superintendent Sena-Holton conveyed the notion is being looked in to and presented an Athletic Department issue, informing Purchase Orders are longer being accepted by merchants.



## **Regular Board Meeting**

**March 22, 2022**

**Page 5**

### **Elementary**

Ms. Gallegos reported the elementary is going through a difficult time and conveyed it is not exactly business as usual, attributing to the passing of Mr. Leal and the mother of the counselor. She voiced looking forward to the upcoming memorial, especially for those unable to attend the funeral. She noted no one suffered on their own, for the reason of reaching out and talking to others and supporting each other. Ms. Gallegos briefed on the swell of female students' referrals and addressing a vaping issue with a small group of students. She pointed out the need to repair the elementary basketball court. She reported the Spanish Spelling Bee was held and winners will be posted to ClassDojo.

### **Middle School**

Ms. Moodley acknowledged Ms. Seaboy and Ms. Quintana for their work in representing the district and benefiting all students. She recognized their considerable efforts in meeting student's needs, ensuring schools are represented at athletic events in a great way and acknowledged Ms. Seaboy for taking on the cheerleading coach position. She noted an abundance of staff has also contributed to their success and recognized other staff individually/specifically. Ms. Moodley discussed the reading program. She mentioned PLCs and reviewed improvement strategies/ feedback provided. She commented on the utilization of the makerspace. Ms. Moodley touched upon math scores and briefed on a different instructional approach. She identified the following areas of growth: grammar scores, reduction in completion rate, quality and on tasks behavior. She presented action steps. Ms. Moodley pointed out and reviewed the failure rate. She mentioned efforts to improve breakfast counts. She addressed a secure-lock concern as a result of the lockdown.

Vice President Garcia inquired on the reasoning for the tardiness. Ms. Moodley informed it's the same students.

### **CONSENT AGENDA**

Check Register for Month of February 2022  
Cash Transfer(s), BAR's (if any) and Journal Entries  
Minutes of Regular Board Meeting-January 18, 2022  
Minutes of Regular Board Meeting-February 7, 2022

Based on Superintendent Sena-Holton's recommendation, Member Tanuz moved to approve the Check Register for the Month of February 2022, Cash Transfer(s), BAR'(s) #11-#13 (if any), Internal BAR's and Journal Entries, seconded by Vice President Garcia. Motion carried unanimously, 5-0.

## **Regular Board Meeting**

**March 22, 2022**

**Page 6**

Based on Superintendent Sena-Holton's recommendation, Vice President Garcia moved to table the Minutes of the Regular Board Meeting-January 18, 2022 and approve the Minutes of Regular Board Meeting-February 7, 2022, seconded by Member Roybal. Motion carried unanimously, 5-0.

### **ACTION ITEM(S)**

#### APPROVAL/DISAPPROVAL OF FY21 AUDIT

Based on Superintendent Sena-Holton's recommendation, Member Roybal moved to table the Approval/Disapproval of FY21 Audit, as a result of the auditor's absence, seconded by Secretary Ortiz. Motion carried unanimously, 5-0.

Member Tanuz expressed appreciation to Principals for all their hard work.

### **SUPERINTENDENT'S REPORT**

Superintendent Sena-Holton reported the submission of the 120<sup>th</sup> Day STAR's Report, with the assistance of Grants Schools, Farmington Schools, Johnathan Garcia from NMPED and Jared Vigil. She noted areas need to be addressed within the district, based on the experience and mentioned the programs the new hire needs to be well versed in/with. She informed on the discovery she did not have access to certain reports. Superintendent Sena-Holton announced the purchase of a used Maintenance Truck from the New Mexico State Surplus Property. She reported vacancies in the district. She briefed on the middle school gym floor repairs and noted the amount of the deductible. She briefed on the door system. Superintendent Sena-Holton announced school will not be shut down for Mr. Leal's services and stated a memorial will be held onsite.

Vice President Garcia inquired on any type of consequences relating to STAR's. Superintendent Sena-Holton reported no consequences were imposed; informing the informational database is a program at the district level.

### **POLICY**

Vice President Garcia recommended discussing the policies touched upon during the NMSBA Region II Meeting at the April Work Session.

### **OTHER**

None

### ADVANCE PLANNING

- NSBA 2022 Annual Conference and Exposition-April 2-4, 2022, San Diego,
- Work Session-April 5, 2022, 5:30 pm, Pecos Schools Board Room
- School Spring Budget Conference-April 6-8, 2022, Hotel Albuquerque
- Regular Board Meeting-April 19, 2022, 6:00 pm, Pecos Schools Board Room

### EXECUTIVE SESSION

At 8:57 p.m., Vice President Garcia made a motion to enter into executive session to discuss Superintendent's Evaluation as per *NM Statutes Article 15 Open Meetings 10-15-1 Subparagraph H (7)*, seconded by Member Roybal. Action item as a result of executive session if necessary. Motion carried unanimously, 5-0.

At 9:44 p.m., Secretary Ortiz made a motion to reconvene from executive session, seconded by Vice President Garcia. Motion carried unanimously, 5-0.

### ADJOURNMENT

At 9:45 p.m., Member Tanuz moved to adjourn the meeting, seconded by Secretary Ortiz. Motion carried unanimously, 5-0. Minutes approved and signed on this 17<sup>th</sup> day of May 2022.

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

ATTEST:

  
\_\_\_\_\_  
DARLENE ORTIZ, SECRETARY