



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
Claudette Roybal, Secretary
Edna Herrera, Member
James Tanuz, Member

Administration

Debra Sena-Holton,
Superintendent

**BOARD MEETING AGENDA
PECOS BOARD OF EDUCATION
REGULAR MEETING
DECEMBER 17, 2024
PECOS SCHOOLS BOARD ROOM
PECOS, NM
6:00 PM**

PLEDGE OF ALLEGIANCE

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. GOLDEN PANTHER RECOGNITION

5. FY23 AUDIT PRESENTATION

6. UNIT/DIRECTOR REPORTS

7. PUBLIC COMMENTS

8. BUSINESS REPORT

A. Financial Status

9. CONSENT AGENDA

B. Check Register for Month of November 2024

C. Cash Transfer(s), BAR's (if any) and Journal Entries

D. Minutes of Regular Board Meeting-October 15, 2024

10. SUPERINTENDENT'S REPORT

11. POLICY

➤ 1st Reading-Cell Phone/Communication Device Policy

12. ACTION ITEM(S)

E. Approval/Disapproval of FY23 Audit

F. Approval/Disapproval of Request for Medical Leave of Absence by Employee

13. OTHER

14. ADVANCE PLANNING

- Work Session-January 7, 2025, 5:30 pm, Pecos Schools Board Room
- Regular Board Meeting-January 21, 2025, 6:00 pm, Pecos Schools Board Room
- NMSBA 2025 Board Member Institute-February 13-15, 2025, Santa Fe, NM
Albuquerque, NM

- 15. EXECUTIVE SESSION-** to discuss limited personnel matters-consideration of complaints regarding egregious behavior and unsportsmanlike conduct as per *NM Statutes Article 15 Open Meetings 10-15-1 Subparagraph H (2)*.

ADJOURNMENT

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 PECOS INDEPENDENT SCHOOL DISTRICT
 PECOS SCHOOLS BOARD ROOM
 PECOS, NEW MEXICO
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 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
December 17, 2024
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
Ms. Claudette Roybal, Board Secretary
Ms. Edna Herrera, Board Member
Mr. James Tanuz, Board Member
Ms. Debra Sena-Holton, Superintendent

MEMBERS ABSENT

Mr. Harold J. Garcia, Board Vice President

OTHERS PRESENT

Gregory Gallegos	Katie Gallegos	Johnathon Garcia	Kendra Ortiz
Ben Sandoval	Mary Daves	Cathy Gallegos	Gilbert S. Morales
Gowan Hays	Danielle Seaboy	Melissa T. Valencia-Flores	

APPROVAL OF AGENDA

Based on Superintendent Sena-Holton's recommendation, Member Herrera motioned to approve the agenda as presented, seconded by Secretary Roybal. Motion carried unanimously, 4-0.

GOLDEN PANTHER RECOGNITION

Principals announced December award recipients, specified the distinct characteristics warranting the individual deserving of the award and presented those in attendance with a recognition certificate. The Golden Panthers recognized were Landyn Garcia-2nd grader, Augustus Gallegos-7th grader, Carlos Ragland-Sophomore and Anna Guillen-staff member.

President Barrens welcomed Golden Panther Families to stay, expressed understanding for the need to leave and stated the meeting will continue to proceed.

FY23 AUDIT PRESENTATION

Ms. Itza Sosa, Beasley, Mitchel & CO., LLP Senior Auditor expressed gratitude for the opportunity to join the meeting virtually and conveyed she will proceed with presenting the audit for the Fiscal Year 2024. She introduced herself, stated she is with Beasley, Mitchell & Co., LLP and notified the accounting firm are the auditors for the FY24, July 1, 2023-June 30, 2024. She announced the audit was approved & released by the State Auditor on November 15, 2024 and stated the report on hand is the final copy of the audit. Ms. Sosa specified as the auditor they have the responsibility to provide an opinion, as to whether the financial statement represents it fairly. She reported all the required audit areas were analyzed and decided that the opinion to the finances was an unmodified opinion; meaning the financial statement are presented fairly and did not find anything that would necessarily be a misstatement. She reported a single audit was performed, on account of the Federal Funds exceeding the threshold, is a portion of the audit that is focused solely on federal funding and informed a clean opinion was received in that matter. She discussed the change in rule for single audits for FY25, informing the threshold will increase from \$750,000.00 to \$1,000,000.00, stated it is something to consider when reviewing the audit contract and indicated if the federal expenditures does not exceed the threshold, it makes it unnecessary to include the single audit portion of it. Ms. Sosa provided an explanation for the finding listed in the FY24 Summary Report; a prior finding in 2023 that was resolved in FY24 for old outstanding checks, noting no corresponding information was identified, therefore was cleared and presented the two current findings in FY25; the first is negative cash balance in custodial funds, noted these findings are simple to clear and recommended keeping track of them individually and the second is a non-material amount that has been resolved and will be a repeated finding in FY25, an error incorrectly recorded in accounts receivable in the amount of \$1,618.00, that was recorded in FY23, that was a restatement to receivable in FY24, the amount was not seen as received in FY24 therefore an adjustment was needed to the Financial Statement, indicating the amount is no longer Accounts Receivable. She acknowledged the state requires the firm to impose a finding if there are any modifications in the report and notified it won't be something that will be repeated over that has to stay in the report. Ms. Sosa gratefully acknowledged Superintendent Sena-Holton and everyone in the accounting department for their preparation efforts, complimented the timeline of the current year and were able to get the audit released and submitted prior to the deadline of December 15th. She stated she was proud of that situation and congratulated the district. She invited any questions

or comments in respect to the audit and thanked Board Members for having her in attendance. Ms. Sosa conveyed further questions may be emailed to her.

UNIT/DIRECTOR REPORTS

Elementary

Member Herrera briefed on fire safety for the home information provided during the Fuego Safety Squad Presentation, touched on parent responses collected from a questionnaire and pointed out quite a few forms indicated a need of fire alarms. She informed there have been no malfunctions with the intercom system.

Support Services/Student Nutrition

Ms. Daves announced there were no attendees for the Wellness Team (SHAC) Meeting. She briefed on a suggestion to circulate/distribute the document to committee members for modification/suggestions on their portion. She notified the committee must meet in advance of being presented to the Board. Ms. Daves remarked on non-allowable snacks and noted that the newsletter and district website have a page dedicated to Smart Snacks alternatives and mentioned her efforts to model alternative snacks. She touched on the increase in student participation, mentioned the large number of meals served and pointed out November was a bit less on account of the time off for the Thanksgiving break. She stated she is not certain of the exact numbers and positively indicated the averages increased. President Barrens alluded to his idea for a relative comparison for the following month. Ms. Daves provided details regarding the improvement of staff attendance, briefed on ideas that will be incorporated and acknowledged the overall contribution of the newly hired substitute has had a profound effect. Superintendent Sena-Holton interjected and spoke about the impact of a new hire/someone substituting-filling in. Ms. Daves verified the implemented nutrition website is linked to the district website.

Ms. Daves announced the enhancement to the Gifted Program and touched upon the modifications.

Secondary

Mr. Morales reviewed the festive attire schedule for the week and extended an invitation to take part in enjoying cocoa and cookies the next day during lunch time.

President Barrens asked Mr. Morales to kindly provide an update regarding his current standing in his position as principal, as he approaches the end of his first semester and what he envisions/his perspective for the second semester. Mr. Morales reported nearing the end of completion of MOY- Middle of Year Assessments, stated his intent to aggregate some of the data during Christmas Break and will provide some concise numbers in January. He reported on major initiatives to

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motivate students that will collaborate with other programs-CTE, College Awareness, College Technical Trade, Exploration etc. He reviewed curriculum interventions; SEL learning curriculum and briefed on other software intervention considerations for reading, writing and math. Mr. Morales made aware he has voiced his ambition to consider extending the upcoming school year, provided sufficient financial resources were available, with emphasis that the extension may be considered remedial intervention classes for students' district wide. He informed about an educational assistant, who donates her time and has initiated /took on an art club for high school students during their lunch. He announced an art exhibition is planned to showcase the student's art and communicated that a School Messenger will be sent, inviting parents and the community. Mr. Morales remarked on potentially having an art teacher and would explore the option of organizing an auction. He expressed appreciation to the assistant principal for her assistance with the initiative. He reviewed the calendar of events for the remainder of the week.

PUBLIC COMMENTS

None

BUSINESS REPORT

FINANCIAL STATUS

Mr. Gowan Hays, K 12 Accounting Business Manger informed there is no Budget Adjustment Request(s)-BAR's and provided a summary for Journal Entries recommended for approval. He invited any questions regarding the check listing, JE and Purchase Order Report. He briefed on the Cash Balances, summarized the Revenue Report, Expense Report, touched on the Bank Statement and conveyed everything is looking good. President Barrens inquired on the proposed change in the unit value, State Equalization Guarantee (SEG). Mr. Hays mentioned proposed recommendations that are being considered for action and informed he has not received information on the proposed funding formula. Superintendent Sena-Holton briefed on proposals she is acquainted with. President Barrens briefed on propositions he is mindful of and commented on being prepared for the outcome.

CONSENT AGENDA

Check Register for Month of November 2024
Cash Transfer(s), BAR's (if any) and Journal Entries
Minutes of Regular Board Meeting-October 15, 2024

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Based on Superintendent Sena-Holton's recommendation, President Barrens moved to approve the Check Register for the Month of November 2024, BAR'(s) –none, Journal Entries #489, #515, #516 & #517 and Minutes of Regular Board Meeting-October 15, 2024, seconded by Member Herrera. Motion carried unanimously,4-0.

SUPERINTENDENT'S REPORT

Superintendent Sena-Holton notified the FEMA Claim has been filed, received and submitted for approval, the first stage in the process and informed the deadline was met. She pointed out the submission of the Capital Outlay Application and specified the projects outlined in the application. She announced the newsletter has been posted on the district's website, distributed throughout the community and conveyed it will be dispersed to staff the following day. Superintendent Sena-Holton reported on the bus auction, announced the vendor, stated she met the EPA-Environmental Protection Agency deadline for bussing and briefed on the money owed to EPA. She noted the funds received will be allocated to the transportation account. She spoke on preparing for busses and vehicles that must be sold. She briefed on the East Pecos Property, pointing out the final inspection has not been completed and the building was broken into again. Superintendent Sena-Holton announced this year is science textbooks adoption, made aware she is getting textbook samples and will distribute to sites, to decide what will be adopted.

POLICY

- 1st Reading-Cell Phone/Communication Device Policy

ACTION ITEM(S)

APPROVAL/DISAPPROVAL OF FY23 AUDIT

Based on Superintendent Sena-Holton's recommendation, Member Tanuz moved to table FY23 Audit, due to a misprint, seconded by Secretary Roybal. Motion carried unanimously, 4-0.

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

Based on Superintendent Sena-Holton's recommendation, Secretary Roybal moved to approve the Request for Medical Leave of Absence by Employee, seconded by President Barrens. Motion carried unanimously, 4-0.

OTHER

Member Tanuz informed Physics in a Box was an Annual Convention Breakout Session and encouraged consideration. Superintendent Sena-Holton stated she has listened to the presentation and noted the program is costly.

Ms. Danielle Seaboy announced she is focusing efforts on zSpace Experiential Learning for the middle school, indicated a small class will be implemented and put into action by January.

ADVANCE PLANNING

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President Barrens stated for the record, speaking for himself, he is not instantly cost prohibited, if there's significant benefit then let's talk about it. Because in a district our size a significant expense could go a long way in educating most, if not all of our students, as opposed to a bigger school district. And emphasized looking at it not direct dollars, versus the depth and the breath of the impact of the money the district is spending.

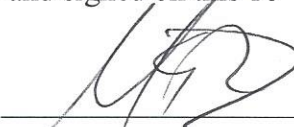
EXECUTIVE SESSION

At, 7:11 p.m., Secretary Roybal made a motion to enter into executive session to discuss limited personnel matters-consideration of complaints regarding egregious behavior and unsportsmanlike conduct as per *NM Statutes Article 15 Open Meetings 10-15-1 Subparagraph H (2)*, seconded by Member Tanuz. Action item as a result of executive session if necessary. Motion carried unanimously, 4-0.

At, 7:41 p.m., President Barrens made a motion to reconvene from executive session, seconded by Secretary Roybal. Motion carried unanimously, 4-0.


ADJOURNMENT

At 7:42 p.m., President Barrens moved to adjourn the meeting, seconded by Member Tanuz. Motion carried unanimously, 4-0. Minutes approved and signed on this 18th of February 2025.



GRADY BARRENS, PRESIDENT

ATTEST:



CLAUDETTE ROYBAL, SECRETARY