



# 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

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**BOARD MEETING AGENDA  
PECOS BOARD OF EDUCATION  
REGULAR MEETING  
SEPTEMBER 19, 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. **EXECUTIVE SESSION-** to discuss pending litigation-update with New Mexico Public Schools Insurance Authority and as per *NM Statutes Article 15 Open Meetings 10-15-1 Subparagraph H (7)*.
6. **GOLDEN PANTHER RECOGNITION**
7. **UNIT/DIRECTOR REPORTS**
8. **BUSINESS REPORT**
  - A. Financial Status
9. **CONSENT AGENDA**
  - B. Check Register for Month of August 2023
  - C. Cash Transfer(s), BAR's (if any) and Journal Entries
  - D. Minutes of Regular Board Meeting-August 15, 2023
10. **SUPERINTENDENT'S REPORT**
11. **POLICY**
  - 2<sup>nd</sup> Reading-NMSBA Policy Services Advisory
    - No. 233 - (NEW) ACB – Nondiscrimination Related to Reproductive or Gender-Affirming Health Care
    - No. 234 - (NEW) ACBB – Human Rights Act Protection for Gender or Gender Identity
    - No. 235 - (NEW) B – School Board Elections/Holiday
    - No. 236 - EF – Food Services Regulation
      - EF-R – Food Services
    - No. 237 - JFB – Open Enrollment

**12. ACTION ITEM(S)**

**E.** Approval/Disapproval of NMSBA Policy Services Advisory

- No. 233 - (NEW) ACB – Nondiscrimination Related to Reproductive or Gender-Affirming Health Care
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EF-R – Food Services
- No. 237 - JFB – Open Enrollment

**F.** Approval/Disapproval of revised 2023-2024 Food Service Salary Schedule

**13. OTHER**

**14. ADVANCE PLANNING**

- NMSBA Region II Meeting-September 20, 2023, Pojoaque, NM
- Work Session-October 3, 2023, 5:30 pm, Pecos Schools Board Room
- Regular Board Meeting-October 17, 2023, 6:00 pm, Pecos Schools Board Room

**ADJOURNMENT**

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 PECOS INDEPENDENT SCHOOL DISTRICT  
 PECOS SCHOOLS BOARD ROOM  
 PECOS, NEW MEXICO  
 SEPTEMBER 19, 2023  
 6:00 P.M.

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- Approval/Disapproval of revised 2023-2024 Food Service Salary Schedule

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## **MINUTES**

**Regular Meeting  
Pecos Board of Education  
Pecos Independent School District  
Pecos, New Mexico  
Pecos Schools Board Room  
Pecos, NM  
September 19, 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**

Pedro Vallejo	Carlos Quinones	Fares Ortega	Sasha Teel-Martinez
Ciara Teel-Martinez	Kara Sandifer	Andrea Gonzales	Cathy Gallegos
Mary Daves	Roger Salazar	Paula Garcia	Ian Garcia
Analeiya Madrid	Amaziah Madrid	Anastasia Madrid	Matthew Madrid
Lyneah Madrid	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 Secretary Ortiz. Motion carried unanimously, 5-0.

## **PUBLIC COMMENTS**

None

## **EXECUTIVE SESSION**

At 6:02 p.m., President Barrens made a motion to enter into 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)*, seconded by Member Roybal. Action item as a result of executive session if necessary. Motion carried unanimously, 5-0.

At 6:32 p.m., Secretary Ortiz made a motion to reconvene from executive session, seconded by Vice President Garcia. President Garcia announced the meeting is back in regular session at 6:33p.m. Motion carried unanimously, 5-0.

## **GOLDEN PANTHER RECOGNITION**

Principals announced September award recipients, pointed out the characteristics of the individual deserving of the award and presented those present with a recognition certificate. The Golden Panthers recognized were Analeiya Madrid-5<sup>th</sup> grader, Ciara Teel-Martinez-7<sup>th</sup> grader and Ian Garcia-Villanueva-Senior. Secretary Ortiz presented Andrea Gonzales-Community Member, a person who is positive, an achiever, who never gives up, who is trustworthy, who is a hard worker, who is engaged, who is respectful and spirited with the recognition award. She thanked Ms. Gonzales for her contributions.

## **UNIT/DIRECTOR REPORTS**

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

Ms. Daves reported the number of students with an IEP. She announced Child Find occurred and briefed on the initiative. She pointed out the Occupational Therapist-OT vacancy and mentioned the new Diagnostician.

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Ms. Daves noted a great deal of meals are being prepared from scratch, commented on menu items and stated the cooks have done a great job. Superintendent Sena-Holton spoke on the New Mexico Grown Program; informed the district received extra funding from the program and conveyed products must be bought from New Mexico vendors.

President Barrens inquired on the OT comparable services provided. Ms. Daves stated the intent of the services; to prevent regression, indicated the case manager continues with the therapy in progress and reported the initiative has been working and systematic.

President Barrens proposed advising graduation students that have an IEP they are eligible for services at the collegiate level, as they move to Post-Secondary Education etc. Ms. Daves made aware of the collaboration with a New Mexico Division of Vocational Rehabilitation Counselor and indicated the student is notified during the transition. Dr. Vallejo indicated students are informed on a number of occasions, noting at the beginning of their Senior year, during a reevaluation and at the exit. He notified the DVR Counselor ensures that any trainings etc. that are needed will be facilitated by the counselor. He conveyed the notification has been occurring/happening the last couple of years. President Barrens expressed interest in reviewing the details of what is in place/organized.

Superintendent Sena-Holton informed a new cook started today and announced cafeteria is fully staffed.

**Middle School**

Ms. Moodley made a grammatical error correction on her report, clarifying the need for heating in the winter.

President Barrens asked how the conversations went, with reference to speaking with teachers who were not completing bell ringers. Ms. Moodley reported specifics are asked during an interview, noted folks claimed to use Google Classroom and conveyed not much training was provided, based on their mentioning of using the platform in previous school districts. She recognized their unfamiliarity of the platform, to access any of the resources to facilitate those bell ringers and pointed out the two teachers simply needed support-learning how to navigate Google Classroom. She noted a visual was sent to Board Members, to perceive the setup. She reported full completion since the September 6<sup>th</sup> meeting.

President Barrens acknowledged the discipline infractions were major and asked how they were handled. Ms. Moodley informed of the consequences; out of school suspension-per the school handbook, meet with the group upon the students return, review of Title IX consequences, written reflection and apology letter to teacher. She noted the infraction was not a physical incident, however a verbal and conveyed the sad part is talking to parents. Ms. Moodley recognized the efforts to retain teachers, to support teachers and want them to feel respected and safe. President Barrens asked if there's anything the Board can do extra to help support the efforts. Ms. Moodley stated the inquiry is duly noted, indicated the point is not to be punitive and acknowledged the intent is for students to be successful.

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Member Roybal inquired on the test reminders. Ms. Moodley touched upon the reminders and briefed on the responses.

Ms. Moodley reported on the Grandparent's breakfast.

**High School**

President Barrens asked if any of the discipline offenders were the same students. Dr. Vallejo responded no, informed on the student infractions and mentioned the parental reaction.

Vice President Garcia inquired on the Math Program. Dr. Vallejo pointed out full baseline data with IXL; reflect where students left off at the end of the last school year, referenced the two points outlined in the 90 Day Plan and noted a number of students that were at grade level for IXL. He identified the targeted goal; having our teachers be reflective of their scores, of their students, of their instruction. He mentioned the formalizing/finalizing Professional Learning Communities-PLC documents with the Leadership Team, a much more formal regular basis in all assessments. Dr. Vallejo reported the percentage of students who have comprehended/understand the current standard. He noted other assessment scores are used as other indicators.

Vice President Garcia inquired on Dual Credit enrollment. Dr. Vallejo reported sixty two courses being taken by forty four students. He reported the HVAC Plumbing course was cancelled for the current semester and pointed out a new course offering, Auto Mechanics. Superintendent Sena-Holton briefed on a funding issue with the Welding Program.

Secretary Ortiz inquired on the Message of Hope and Scholarships. Dr. Vallejo informed of the initiatives; Msg of Hope-providing support to students and Scholarships-go over basic FAFSA information.

**Elementary**

Member Roybal inquired on the field trip to Bandelier. Ms. Gallegos conveyed students had a lot of fun and had a great day.

Member Roybal complimented the 100% Class Dojo participation.

Ms. Gallegos specified the information included in the handout she provided.

President Barrens inquired on the 90 Day Plan focus areas selected. Ms. Gallegos reported the Math and ELA, as areas of emphasis.

President Barrens asked if Ms. Gallegos has encountered any surprises during Walkthroughs. Ms. Gallegos noted some were previously discussed, informed a Formal Observation was held and noted the improvement. She stated she needed to ensure she was on task.



Vice President Garcia inquired on the student pick up and drop off procedure. Ms. Gallegos provided a detailed explanation of the am and pm procedure, emphasizing on safety.

## **BUSINESS REPORT**

### **FINANCIAL STATUS**

Ms. Annette Kirk, K 12 Accounting Business Manager introduced herself, stated she was located in Portales, N.M., and expressed her excitement to assist and work for the Board. She noted her time with the business and her management with her original school district. She informed there are no additional Budget Adjustment Request(s) to report, August 2023 Vouchers are within the packet and notified there are no changes to the Financial Statement. Ms. Kirk reported Requests for Reimbursements have been submitted up to the end of August.

President Barrens requested an explanation of what may have been the issue with a recent Payroll delay/slowdown. Ms. Kirk reported her understanding there have been some growing pains between K 12 and PISD, somewhat of a misunderstanding on certain things that needed to be done, informed those items have been corrected and touched on corrective measures. She conveyed from her own experience, the first pay period for all of the staff is always a difficult process, on account of a great deal of circumstances transpiring. She made aware deadlines have been set for Payroll processing and submission in a timely manner. President Barrens asked if there are things in place now where the misunderstandings that we had prior won't happen again. Ms. Kirk stated that was her understanding, apologized for not being able to attend the Board Meeting in person on this short notice and showed interest in attending next month's meeting. She expressed interest in spending the day with some of the staff, gathering additional information and notified she will be overseeing the district as well. President Barrens inquired on any updates or information as to the process of the current Audit. Ms. Kirk informed she has not received any updates thus far. President Barrens stated in preparation for the next meeting Ms. Kirk will be attending, requested a status update.

Ms. Kirk reviewed the calculation of the updated Food Service Salary Schedule; explained the adjustments and notified all employment contracts have been updated. President Barrens noted the approval of this year's budget and inquired on budget implications of the increase. Ms. Kirk stated she did not at this point, indicated there are a couple of things she would have to review as well and touched on other funding resources available/if needed to support the amendment. President Barrens recognized the information is new/fresh and expressed the information Ms. Kirk has is appreciated.

## **CONSENT AGENDA**

Check Register for Month of August 2023  
Cash Transfer(s), BAR's (if any) and Journal Entries  
Minutes of Regular Board Meeting-August 15, 2023

Based on Superintendent Sena-Holton's recommendation, Member Roybal moved to approve the Check Register for the Month of August 2023, BAR'(s)-None and Minutes of Regular Board Meeting-August 15, 2023, seconded by Member Tanuz. Motion carried as follows: J Tanuz-yes, C Roybal-yes, D Ortiz-yes, H Garcia-no and G Barrens-yes. Motion passes, 4-1.

## **SUPERINTENDENT'S REPORT**

President Barrens inquired on the type of IT Tickets being worked upon. Superintendent Sena-Holton specified deficiencies reported/technical support service requests, ranging from functioning of services/equipment and networks, to general customer access etc.

Member Roybal asked if there is an impact with bus repairs. Superintendent Sena-Holton stated a backup bus is available, briefed on bus repairs and maintenance/repairs needed and conveyed the new busses are incoming/approaching.

Member Roybal asked if the Active Shooter training is for staff. Superintendent Sena-Holton stated the September 20<sup>th</sup> training is for staff, noted the nonparticipation of bus drivers and informed their Active Shooter training differs.

Vice President Garcia asked how are the walkthroughs going. Superintendent Sena-Holton reported she has not done very many and noted Central Office operations are preposterous. She pointed out the shortage of substitute teachers/substitutes.

Member Tanuz inquired on the status of the security system for the doors. Superintendent Sena-Holton discussed on issue; quote was received for the computer system and notified the representative providing the quote for the doors has not responded to the request. President Barrens inquired on other security measures. Superintendent Sena-Holton gave a brief description of a different model and remarked on the cost of devices/equipment. President Barrens expressed frustration with the limited pool of vendors that provide service to the district/area.

Superintendent Sena-Holton provided an update on the roofing project and middle school gym floor project. She mentioned a struggle in receiving a third quote for heaters. She notified the insurance will issue a check for the roofing project and the middle school gym flooring has been ordered. Superintendent Sena-Holton provided the reasoning/explanation for the in-process status of the middle school reroofing. She made aware cafeteria equipment is breaking down and the elementary is encountering problems with the dishwasher.

President Barrens encouraged finding solutions/alternative solutions to the quote issues, to avoid parents and student complaints, that affects the learning.

Member Tanuz inquired on student enrollment. Superintendent Sena-Holton noted there is no significant change and pointed out the addition of one student enrollment. She indicated CYFD cases have contributed to the decline in enrollment.

## **POLICY**

- 2<sup>nd</sup> Reading-NMSBA Policy Services Advisory
  - No. 233 - (NEW) ACB – Nondiscrimination Related to Reproductive or Gender-Affirming Health Care
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Member Roybal emphasized on the posting of prices, relevant to the Food Services Advisory.

## **ACTION ITEM(S)**

### APPROVAL/DISAPPROVAL OF NMSBA POLICY SERVICES ADVISORY NO. 233-237

Based on Superintendent Sena-Holton's recommendation, President Barrens moved to approve No. 233 - (NEW) ACB – Nondiscrimination Related to Reproductive or Gender-Affirming Health Care, No. 234 - (NEW) ACBB – Human Rights Act Protection for Gender or Gender Identity, No. 235 - (NEW) B – School Board Elections/Holiday, No. 236 - EF – Food Services Regulation -EF-R – Food Services, No. 237 - JFB – Open Enrollment, seconded by Vice President Garcia. Motion carried unanimously, 5-0.

### APPROVAL/DISAPPROVAL OF REVISED 2023-2024 FOOD SERVICE SALARY SCHEDULE

Based on Superintendent Sena-Holton's recommendation, Member Tanuz moved to approve the revised 2023-2024 Food Service Salary Schedule, seconded by Member Roybal. Motion carried unanimously, 5-0.

**OTHER**

None

**ADVANCE PLANNING**

- NMSBA Region II Meeting-September 20, 2023, Pojoaque, NM
- Work Session-October 3, 2023, 5:30 pm, Pecos Schools Board Room
- Regular Board Meeting-October 17, 2023, 6:00 pm, Pecos Schools Board Room

**ADJOURNMENT**

At 8:24 p.m., Member Roybal 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 October 2023.

  
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GRADY BARRENS, PRESIDENT

ATTEST:

  
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DARLENE ORTIZ, SECRETARY