



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
MAY 23, 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. GOLDEN PANTHER RECOGNITION**
- 6. FY24 BUDGET PRESENTATION**
- 7. UNIT/DIRECTOR REPORTS**
- 8. BUSINESS REPORT**
 - A.** Financial Status
- 9. CONSENT AGENDA**
 - B.** Check Register for Month of April 2023
 - C.** Cash Transfer(s), BAR's (if any) and Journal Entries
 - D.** Minutes of Regular Board Meeting-March 21, 2023
 - E.** Minutes of Regular Board Meeting-April 18, 2023
- 10. SUPERINTENDENT'S REPORT**
- 11. POLICY**
- 12. ACTION ITEM(S)**
 - F.** Approval/Disapproval of FY 24 Budget
 - G.** Approval/Disapproval of FY 24 Salary Schedules
 - H.** Approval/Disapproval of FY Calendar
 - I.** Approval/Disapproval of District Insurance Contribution Rates
 - J.** Approval/Disapproval of Title I, II & III

13. OTHER

14. ADVANCE PLANNING

- NMSBA 2023 Law Conference-June 1-3, 2023, Embassy Suites Hotel, Albuquerque, NM
- Work Session-June 6, 2023; 5:30 pm, Pecos Schools Board Room
- Regular Board Meeting-June 20, 2023, 6:00 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
 MAY 23, 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
May 23, 2023
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
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

| | | | |
|-----------------|--------------------|----------------|-----------------|
| Marco Arana | Guadalupe Simental | Victor Arana | Jen Cordova |
| Camila Fierro | Zhamira Fierro | Karina Fierro | Jayla Salazar |
| Yoselin Nieto | Destiny Ortiz | Jesse Ortega | Hailey Salazar |
| Yvonne Salazar | Randy Montano | Sophie Morales | Brandon Garnaas |
| June Varela | Samuel Jaramillo | Pete Vallejo | Cathy Gallegos |
| Denisha Moodley | | | |

APPROVAL OF AGENDA

Based on Superintendent Sena-Holton's recommendation, Member Roybal motioned to approve the agenda as presented, seconded by Vice President Garcia. Motion carried unanimously, 5-0.

PUBLIC COMMENTS

President Barrens reviewed the Public Comments independent rules and protocol.

Ms. Jennifer Cordova, Teacher reported a student auditioned for the Nacha Mendez Scholarship and mentioned the scholarship is for New Mexican Girls of Color, ages 8-14. She briefed on what the audition included; a recorded audition, the student played music, recorded it, sent it in, an essay and a letter of recommendation. She announced that the student was awarded first place for the scholarship, in the amount of \$2,500.00. Superintendent Sena-Holton asked what the student can do with the money. Ms. Cordova indicated the student can do whatever she wanted with the money and stated her (Ms. Cordova) hopes a new instrument will be bought. Superintendent Sena-Holton and the Board congratulated the recipient.

GOLDEN PANTHER RECOGNITION

Principals & the School Psychologist announced May 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 Marco Arana Simental-11th grader, Destiny Ortiz-8th grader, Alejandro Salazar-1st grader. Translation of the recognition was provided for Spanish speaking family. Superintendent Sena-Holton honored the Transportation Department as the staff recipients and expressed appreciation for the hard work, dedication and kindness of the department, Ms. June and School Bus Drivers. She conveyed they are always there to greet students with a smile and they get the day off to a good start. She acknowledged our amazing drivers transport the most precious cargo, making sure students from Pre-K to high school get to and from school safely and on time. Superintendent Sena-Holton recognized the team of drivers has worked like a team to ensure all activities and athletic trips had a driver and stated they truly kept it all about the kids. She expressed appreciation for all the time they sacrificed from their own family to ensure our students were able to compete or participate in an activity. She thanked Ms. June for running a tight ship and keeping the department organized and "To a T" and all the drivers for always keeping our students safe and being a team player. Superintendent Sena-Holton congratulated the recipients.

FY24 BUDGET PREPARATION UPDATE

Ms. Jolene Jaramillo presented a FY24 Budget Analysis and touched on Budget Highlights-specific budgeted changes, statutory required budgeted changes; pointed out and explained the statewide Zero-Based Budgeting System requirement, announced the position to balance the budget without utilizing the cash reserves for the Operational Fund, acknowledged the action as a positive and stated strategically that's going to allow the sustainment of cost currently in place with the current year revenue. She noted the 6% salary increase mandate and pointed out the average increase for staff-across the board was 9.38%. She reported a specific budget change, subsequent to the distribution of board packets; an increase in the number of school days, permitting the district to increase the State Equalization Guarantee-SEG, although does not cover the full cost of the extended learning time and stated the same number of hours have to be maintained as the current fiscal year. Ms. Jaramillo announced the overall full budget amount of the district and noted generally, the Operational fund is the major source at 71% that covers the operations of the district. She mentioned the percentage of Federal Funds that is a component of the budget, specified and touched upon other major funds that help support the district. She summarized the revenue for the district, reviewed the programs costs, pointing out areas that increased or decreased and discussed expenditures. Ms. Jaramillo provided a comparison of the FY 24 Budget to the FY 2023 estimated expenditures and briefed on expenditures by object code types. She identified personnel costs, summarized additional compensation included and reviewed non-personnel/benefit related costs in the budget. She reported on the operational fund balance, stated the fund balance will not be utilized to balance the budget and noted the end of year estimation. Ms. Jaramillo announced Salary Schedules were included in the packet, stated the number of contract days the schedule is based off of and pointed out the percentage of the pay increase, to be received. Superintendent Sena-Holton specified the hourly rate increase of bus drivers. Ms. Jaramillo mentioned other salary schedules that were increased and specified the mandated minimum salary for Instructional Assistants. Superintendent Sena-Holton reported a change to the number of contract days for 12-month employees.

President Barrens inquired on what positions were included in the number of administration employee projections. Superintendent Sena-Holton noted the existing administrative positions; three Principals, Superintendent and SPED Director, briefed on the notion of a Nutrition Coordinator and the assistance the SPED Director will provide to the Superintendent.

Vice President Garcia inquired on adequate support for the upcoming school year, in contrast to an Assistant Superintendent etc. Superintendent Sena-Holton remarked on knowledge gained from prior hires of a Special Education Director, provided feedback on serving as an interim and noted she is unable to continue with the current oversight of Special Education & Student Nutrition Director. She acknowledged the capabilities of the Head Cook, who could execute a great deal of tasks and commented on the assistance the Special Education Director can provide with Federal Programs. She recognized she struggled in the respective year on a personal level and conveyed it has not been her strongest year.

Regular Board Meeting

May 23, 2023

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President Barrens stated he is immensely pleased with the format of the budget presentation. Superintendent Sena-Holton complimented the production, presentment and showed appreciation to Administrators for their efforts with the Budget Meetings.

UNIT/DIRECTOR REPORTS

High School

Superintendent Sena-Holton complimented graduation and acknowledged the turnout. She briefed on the investment of folding chairs for the overflow. President Barrens noted the request for a handicap area. Vice President Garcia commended the announcement of future plans/college attendance etc., during the ceremony.

Dr. Vallejo provided an end of year summary; announced total student enrollment, noted final exams are in progress, mentioned the check in of student chromebooks and student checkout. He conveyed planning for the succeeding school year has commenced and briefed on student support initiatives.

Secretary Ortiz inquired on the End of Year points decline in ELA and Math. Dr. Vallejo noted the decline is an association with Seniors and their end of year test taking approach. He reviewed the growth for the remainder of classes, commented on proficiency and mentioned an item analysis over the summer. He reported a change to the Master Schedule for the incoming school year and explained the rationale.

Elementary

President Barrens inquired on the status of the Math Book Study initiative-teaching math concepts. Ms. Gallegos commented on the ambience at the school, briefed on the start of the school year plan to finish the last two chapters, refresh the memory and stated the intent for an early year presentation. President Barrens reiterated the purpose of the initiative; to make sure different teachers are able to teach some of these math concepts in different areas, looking to improve the math performance. She discussed the design and purpose of an elementary folder; to delve in to lessons, lesson teaching presentations, with an opportunity to give feedback and/or suggestions to assist. Ms. Gallegos referred to pre-COVID classroom observations at other school districts, as a learning opportunity and indicated a great deal of ideas came about. She stated teachers became trapped in their classrooms with COVID, recognized her site teachers work hard/pair well with students and acknowledged the need to get out of the routine. She emphasized on the intent of the book study; generate new ideas and continue with the strategies.

Middle School

Ms. Moodley reported on student proficiency & growth, noted she perceives students trying harder in Math-based on their worksheets and expressed appreciation for their increased effort. She reviewed the state comparison percentages and pointed out the intent to improve/increase scores in the next school year. She recognized the understanding of basic skills that students need, highlighted on strategies implemented and remarked on accomplishing the objective in the next school year.

Member Tanuz asked how the Expected Behavior Incentive Field Trip turned out. Ms. Moodley conveyed the field trip went well, expressed appreciation for student's generosity with sharing snacks. She touched upon the basis of the incentive and shared students who were not permitted to attend used the day to reflect on their behavior.

Student Nutrition/Special Education

Vice President Garcia inquired on the food preparation for the 2023-2024 School Year. Superintendent Sena-Holton announced the retirement and resignation of cooks, noting two vacancies. She gave information on the "From Scratch" food preparation requirement.

President Barrens requested an IEP status update. Superintendent Sena-Holton pointed out an issue that needs to be addressed with Pre-K screening and getting students serviced. She conveyed IEP's are getting completed and mentioned the support she has provided to a Special Education Teacher, who has been struggling with goals. She briefed on encountered issues with the Diagnostician, contract services through CES- Cooperative Educational Services on the turnaround time for reports and suggested stipulating in future service contract(s). Superintendent Sena-Holton explained the screening/evaluation process. She acknowledged Ancillary, the School Psychologist and the department Secretary for the support provided with Special Education. She notified Speech Langued Pathologist services are provided virtual and expressed the need for in person services.

BUSINESS REPORT

FINANCIAL STATUS

Ms. Vanessa Gonzales, K 12 Accounting Business Manager reviewed the Budget Adjustment Requests recommended for approval. She referenced the Check Listing for the month of April 2023 and reported nothing out of the ordinary. She briefed on the Purchase Order Report, pointing out the rationale for the high dollar total Purchase Orders amount. Ms. Gonzales reviewed the Yearly Expenditure Comparison by month and noted the focus to utilize any balances that need to be spent in the present year and briefed on the Revenue & Expenditure Reports.

CONSENT AGENDA

Check Register for Month of April 2023
Cash Transfer(s), BAR's (if any) and Journal Entries
Minutes of Regular Board Meeting-March 21, 2023
Minutes of Regular Board Meeting-April 18, 2023

Based on Superintendent Sena-Holton's recommendation, Vice President Garcia moved to approve the Check Register for the Month of April 2023, Cash Transfer(s), BAR'(s) #44 & Blanket BAR Approval for Final Year-End and Minutes of Regular Board Meeting-March 21, 2023, seconded by Member Tanuz. Motion carried unanimously, 5-0.

Based on Superintendent Sena-Holton's recommendation, Vice President Garcia moved to table the Minutes of the Regular Board Meeting-April 18, 2023, seconded by Member Roybal. Motion carried unanimously, 5-0.

SUPERINTENDENT'S REPORT

Superintendent Sena-Holton reported vacant positions, announced the resignation of the High School History Teacher and mentioned a position reassignment. She briefed on interview/scheduled interviews/hiring status for applicants who have expressed interest.

President Barrens inquired on reasoning/justification for the sudden resignations. Superintendent Sena-Holton provided the reasoning for two of the motives.

Superintendent Sena-Holton notified the use of school facilities/internet service by Governor Michelle Lujan Grisham, stated she took advantage of the opportunity to address/discuss the Capital Outlay Funding Formula and summarized the conversation. She pointed out her request to the Governor for a new school, funding assistance & guidance. She briefed on her discussion with the insurance company and shared the proposal presented; noting the district is up for Capital Outlay-top 100, recognized the district cannot afford the repairs and present the proposition to pay the \$90,000.00 for wood flooring and fix without any repairs to the water. Superintendent Sena-Holton provided a status update on roof repairs.

POLICY

None

ACTION ITEM(S)

APPROVAL/DISAPPROVAL OF FY24 BUDGET

Superintendent Sena-Holton presented her recommendation to conditionally approve the budget pending final approval by the PED with possible budget changes. President Barrens moved to approve the FY24 Budget as recommended, seconded by Vice President Garcia. Motion carried unanimously, 5-0.

APPROVAL/DISAPPROVAL OF FY24 SALARY SCHEDULES

Based on Superintendent Sena-Holton's recommendation, Secretary Ortiz moved to approve the FY24 Salary Schedules, seconded by Member Tanuz. Motion carried unanimously, 5-0.

APPROVAL/DISAPPROVAL OF FY24 CALENDARS

Based on Superintendent Sena-Holton's recommendation, Member Tanuz moved to approve the FY24 Calendars, seconded by Member Roybal. Motion carried unanimously, 5-0.

APPROVAL/DISAPPROVAL OF DISTRICT INSURANCE CONTRIBUTIONS RATES

Based on Superintendent Sena-Holton's recommendation, President Barrens moved to approve the District Insurance Contribution Rates \$0-\$59,999.00=20%-employee portion/80%-district portion and \$60,000.00+=30%-employee portion/70%-district portion, seconded by Member Roybal. Motion carried unanimously, 5-0.

APPROVAL/DISAPPROVAL OF TITLE I, II & III

Based on Superintendent Sena-Holton's recommendation, Member Tanuz moved to approve Title I, II & III Applications, seconded by President Barrens. Motion carried unanimously, 5-0.

OTHER

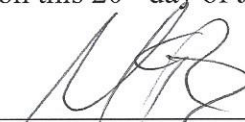
None

ADVANCE PLANNING

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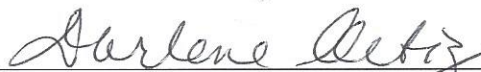
ADJOURNMENT

At 7:44 p.m., Secretary Ortiz moved to adjourn the meeting, seconded by Member Tanuz. Motion carried unanimously, 5-0. Minutes approved and signed on this 20th day of June 2023.



GRADY BARRENS, PRESIDENT

ATTEST:



DARLENE ORTIZ, SECRETARY