



# Pecos Independent School District

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## School Board

Grady Barrens, President  
Harold J. Garcia, Vice President  
Claudette Roybal, Secretary  
Edna Herrera, Member  
James Tanuz, Member

## Administration

Debra Sena-Holton,  
Superintendent

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**BOARD MEETING AGENDA  
PECOS BOARD OF EDUCATION  
REGULAR MEETING  
JULY 16, 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. UNIT/DIRECTOR REPORTS
5. PUBLIC COMMENTS
6. BUSINESS REPORT
  - A. Financial Status
7. CONSENT AGENDA
  - B. Check Register for Month of June 2024
  - C. Cash Transfer(s), BAR's (if any) and Journal Entries
  - D. Minutes of Regular Board Meeting-May 28, 2024
8. SUPERINTENDENT'S REPORT
9. POLICY
  - 1st Reading-Revised Pecos ISD Wellness Policy
10. ACTION ITEM(S)
  - E. Approval/Disapproval of Revised FY25 Salary Schedules
  - F. Approval/Disapproval of FY25 NMDOT Resolution
  - G. Approval/Disapproval of 2024-2025 School Year Activity and Coaching Stipends
11. OTHER

## **12. ADVANCE PLANNING**

- Teachers 1<sup>st</sup> Day of School-August 1, 2024
- Students 1<sup>st</sup> Day of School-August 7, 2024
- Work Session-August 6, 2024, 5:30 pm, Pecos Schools Board Room
- Regular Board Meeting-August 20, 2024, 6:00 pm, Pecos Schools Board Room
- NMSBA Fall Region II Meeting-September 16, 2024, Penasco, NM

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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  
July 16, 2024  
6:00 P.M.**

### **CALL TO ORDER**

The President, Mr. Grady Barrens called the meeting to order @ 6:02 p.m.

### **PLEDGE OF ALLEGIANCE**

### **MEMBERS PRESENT**

Mr. Grady Barrens, Board President  
Mr. Harold J. Garcia, Board Vice President  
Ms. Claudette Roybal, Board Secretary  
Ms. Edna Herrera, Board Member  
Mr. James Tanuz, Board Member  
Ms. Debra Sena-Holton, Superintendent

### **MEMBERS ABSENT**

None

### **OTHERS PRESENT**

Annette Kirk            Mary Ann Daves            Cathy Gallegos            Denisha Moodley  
Mary Catherine A. Vigil            Melissa T. Valencia-Flores

### **APPROVAL OF AGENDA**

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

## **UNIT/DIRECTOR REPORTS**

### **Elementary School**

President Barrens asked if the parent inquiries have been out of the ordinary. Ms. Gallegos stated they mainly appear to be on what day school starts, conveyed there has not been specific teacher requests presented and pointed out it has been regular order of business. She mentioned the acquiring of some new students from out of district, reported the Pre-K enrollment of 27 and noted there are three remaining slots. She briefed on the preparation of the building and acknowledged the sequence of events are on track for the start of the new school year. Ms. Gallegos reported on the music teacher vacancy.

President Barrens asked how Ms. Gallegos would assess the previous school year as a whole. Ms. Gallegos declared the previous school year was successful, noting it was academically the most successful year under her administration. She briefed on the anticipation/results of the state assessment and made aware of the continuous collaboration with CES, targeting fluency for math. She stated she was happy with the outcome of the past year.

Member Tanuz brought to mind his request for BOY & MOY i-Ready student information (the number of students and grade level for each placement domain) presented/referenced during the previous meeting.

President Barrens encouraged celebrating the success/successes and stated the more positive output that we can get out in the community the better.

### **Secondary**

Secretary Roybal asked what is Spirit Line. Ms. Moodley notified of a student percussionist in the district, the only student who performs as a solo percussionist. She mentioned her observation of a percussionist use of plastic drum barrels and stated she could not provide an explanation on how amazing they were. She touched upon her discussion with the student and noted the student's confidence in implementing the initiative. Ms. Moodley conveyed the project will be student lead, mentioned the preparation period and stated it is impressive a student is inclined to take on the initiative and implement. She conveyed the musical performance will be included in games and stated the initiative will be unique. She noted her intent for students who may not get the recognition that athletes get, however are aspired to represent the school in bringing such spirit and are provided with the opportunity and platform to do so.

President Barrens inquired on the rating of attendance and effectiveness regarding the student orientations. Ms. Moodley reported attendance was appealing, pointing out greater than 50% for 9<sup>th</sup> grade orientation and not so much for 6<sup>th</sup> grade, stating an approximate nine families attended out of 27 students. She conveyed her judgment of effectiveness will be determined based upon how smooth the transition goes at the start of the school year, informed good feedback was received and briefed on the design/arrangement.

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Secretary Roybal acknowledged the modification and accommodations artifacts for secondary students with disabilities who are earning F's and asked what particulars are being modified. Ms. Moodley made aware some students require modifications based on their disability where they are not necessarily showing the standard for that (specific) grade level and presented an example. She touched upon being compelled to do a better job at accountability for the modifications and accommodations, made aware considerable amount of training has been provided and pointed out the follow through on her part has not been as effective as it should.

Member Tanuz inquired on any needed support to assist with the start of the new school year. Ms. Moodley perceived the Board Members attendance of orientation as very powerful, proposed the idea of setting the goal (as a team) to visit sites, as well as applaud teachers and acknowledge some students as well.

**Support Services/Student Nutrition**

Secretary Roybal inquired on type of the Joint Powers Agreement with NMSD. Ms. Daves reported a student who resides within the district has been accepted to attend NMSD on the basis of his disability and explained the agreement is a covenant that declares the district will compensate for the costs/provide financial support associated with the services provided for an amount stipulated. Superintendent Sena-Holton mentioned the financial collaboration with the business manager on the proposal, pointed out the amount of the base financial obligation and conveyed she is unfamiliar with the protocol. She indicated that further discussion will occur prior to agreeing to the terms of the contract, noted the duration of the agreement and expressed her anticipation for the expectation of transportation compensation.

Member Tanuz inquired on the vacancies. Ms. Daves provided a status update on the positions to be filled and mentioned the services CES will provide.

President Barrens inquired on low participation of meals, based on the plan to increase summer school meal participation for next summer. Ms. Daves notified it was her first year managing the program, stated she is uncertain if the counts are considered low and announced the lowest number of participants for multiple days. Superintendent Sena-Holton presented her point of view regarding the general participation of the summer program and touched upon the funding impact, provided that the number of participants does not increase. President Barrens asked about the targeted count/servings and plan to achieve the intended goal. Ms. Daves noted the desire to increase community participation, stated the desirable count range and briefed on thoughts for improvement.

Vice President Garcia asked how the new USDA Meal Patterns has affected the menu. Ms. Daves reported the required components had already been incorporated and identified the maximum limitation to the number of prepackaged meals allowed per week as a challenge.

Member Herrera made a suggestion in regards to the planning of the menu. Superintendent Sena-Holton conveyed salads are a popular food item and emphasized on the importance of maintaining the salad option and offering an alternative meal.

**PUBLIC COMMENTS**

None

**BUSINESS REPORT**

**FINANCIAL STATUS**

Ms. Annette Kirk, K 12 Accounting Business Manager informed there are no Budget Adjustment Request's recommended for approval. She asked if there are any questions on Payroll and Accounts Payable Vouchers. She touched on the financial status, processing of Purchase Orders, Bank Balance & Reconciliation, reviewed the Revenue Report and pointed out work is in progress for the next payroll process. She notified the commencement of the audit is underway. Superintendent Sena-Holton announced August 26<sup>th</sup> is tentatively the first day of the audit.

**CONSENT AGENDA**

Check Register for Month of June 2024  
Cash Transfer(s), BAR's (if any) and Journal Entries  
Minutes of Regular Board Meeting-May 28, 2024

Based on Superintendent Sena-Holton's recommendation, Vice President Garcia moved to approve the Check Register for the Month of June 2024, BAR's (none) and Minutes of Regular Board Meeting-May 28, 2024, seconded by Secretary Roybal. Motion carried unanimously, 5-0.

**SUPERINTENDENT'S REPORT**

Superintendent Sena-Holton reported the commencement of the roofing project, noted the materials were delivered, mentioned an upgrade to the coating material-at no additional charge and notified the high school gymnasium is not included in the repairs. She announced the completion of the teacherage roof replacement and pointed out an upgrade to pro-panel material. She noted there are no East Pecos property updates to report. Superintendent Sena-Holton discussed the partnership with Sunrise Clinics to conduct free physicals for PISD students, conveyed fifty physicals were conducted in the present day and acknowledged the outcome of the free physicals is the most that they've had. She informed the clinic submitted a MOU-Memorandum of Understanding to establish a school-based clinic onsite with Sunrise, to provide services to PISD students and stated she intends to sign. She conveyed she is pleased with the services provided, mentioned parents were amazed and briefed on arranging a second round of physicals. Superintendent Sena-Holton made aware the MOU will be reviewed by legal counsel. She gave a status update on vacancies

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and announced the resignation of the secondary school secretary. She talked about the venue for the Board/Administrators Retreat, briefed on the planning of the retreat and inquired on the completion of the Take Flight Questionnaire, in order to proceed to the second part, to finalize the plans with CES.

Vice President Garcia asked if the transportation department is prepared to commence with the start of the school year operations. Superintendent Sena-Holton reported there are no vacancies, informed the electric bus is prepared for initial operation and noted she is compelled to order necessary tools.

Member Tanuz asked if the money appropriated by a Legislator has been received. Superintendent Sena-Holton informed the money appropriated will be disbursed by the New Mexico Public Education Department and mentioned the expected time frame.

President Barrens inquired on the status of the door project. Superintendent Sena-Holton discussed a change order and made aware we cannot proceed with the access points until the doors and handles are completed.

President Barrens inquired on upgrades to cameras and other network type upgrades. Superintendent Sena-Holton declared no camera upgrades, unless if Capital Outlay Moneys are received to support the initiative. She informed the money received from PSFA was allocated for the door project. She stated she is not aware if the Legislative allocated money to schools, as in the previous year. Superintendent Sena-Holton acknowledged the upgrade is needed and conveyed the quote received has high-priced. She pointed out new phones were purchased and the project is near completion. She reported notification was received from the Village of Pecos informing of the plans to install meters on campus.

Member Tanuz inquired on the status of the surveyor. Superintendent Sena-Holton stated she needs to make contact with the individual.

Member Tanuz informed he was approached regarding the cutting of trees on the East Pecos property. Superintendent Sena-Holton stated she would seek guidance from the attorney.

**POLICY**

- 1st Reading-Revised Pecos ISD Wellness Policy



**ACTION ITEM(S)**

Ms. Kirk gave an explanation on her creation of the salary schedules, noting that when each member moved to the next step that there was no more or no less than a 3% increase. She indicated anybody who is starting at step 0 should and probably would be a new employee coming into the district, pointed out with the idea in mind to save the district money and stated she started originally where they were on the salary schedule. President Barrens making reference to exclusively step 0, questioned if we didn't increase the salary by the 3%, why did the salary increase? He conveyed he is stuck on the methodology. Ms. Kirk presented her calculation of the salary schedules and questioned the implementation of the steps or individuals that suits the budget? Superintendent Sena-Holton stated she was stuck on step 0, for the record.

APPROVAL/DISAPPROVAL OF REVISED FY25 SALARY SCHEDULES

Based on Superintendent Sena-Holton's recommendation, Vice President Garcia moved to approve the Revised FY25 Salary Schedules, seconded by Secretary Roybal. Motion carried as follows: J Tanuz-yes, E Herrera-yes, C Roybal-yes, H Garcia-yes and G Barrens-no. Motion passes, 4-1.

APPROVAL/DISAPPROVAL OF FY25 NMDOT RESOLUTION

Based on Superintendent Sena-Holton's recommendation, Vice President Garcia moved to approve the FY25 NMDOT Resolution, seconded by President Barrens. Motion carried unanimously, 5-0.

APPROVAL/DISAPPROVAL OF 2024-2025 SCHOOL YEAR ACTIVITY AND COACHING STIPENDS

Based on Superintendent Sena-Holton's recommendation, Member Tanuz moved to approve the 3% increase of the 2024-2025 School Year Activity and Coaching Stipends, seconded by Vice President Garcia. Motion carried unanimously, 5-0.

**OTHER**

Vice President Garcia requested review of the agenda items for the Board/Administrators Retreat. Superintendent Sena-Holton noted the topics of discussion. He pointed out items to consider adding to the agenda for discussion and President Barrens stated the topic he would like included.

Superintendent Sena-Holton noted the 1<sup>st</sup> Day of School and mentioned the discussion of a goody basket/door prizes and announced the items are due by July 30<sup>th</sup> to Central Office.

**ADVANCE PLANNING**

- Teachers 1<sup>st</sup> Day of School-August 1, 2024
- Students 1<sup>st</sup> Day of School-August 7, 2024
- Work Session-August 6, 2024, 5:30 pm, Pecos Schools Board Room
- Regular Board Meeting-August 20, 2024, 6:00 pm, Pecos Schools Board Room
- NMSBA Fall Region II Meeting-September 16, 2024, Penasco, NM

**ADJOURNMENT**

At 8:18 p.m., Member Herrera moved to adjourn the meeting, seconded by Vice President Garcia. Motion carried unanimously, 5-0. Minutes approved and signed on this 17<sup>th</sup> day of September 2024.

  
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GRADY BARRENS, PRESIDENT

ATTEST:

  
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CLAUDETTE ROYBAL, SECRETARY  
HAROLD J. GARCIA, VICE PRESIDENT