



Pecos Independent School District

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School Board

Darlene Ortiz, President
Charles Vigil, Vice President
Vacant, Secretary
Michael Flores Sr., Member
Harold J. Garcia, Member

Administration

Debra Sena-Holton,
Superintendent

Brenda Gallegos,
Director of Finance

**BOARD MEETING AGENDA
PECOS BOARD OF EDUCATION
REGULAR MEETING
SEPTEMBER 15, 2020
PECOS SCHOOLS BOARD ROOM
PECOS, NM
6:00 PM**

PLEDGE OF ALLEGIANCE

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. PUBLIC COMMENTS**
- 4. ACTION ITEM(S)**
 - A. Appointing of New Board Member
 - B. Resolution to Fill Board of Education Vacancy
- 5. SWEARING IN OF APPOINTED BOARD MEMBER (Judge Christian Montano)**
- 6. GOLDEN PANTHER AWARDS**
- 7. UNIT/DIRECTOR REPORTS**
- 8. PAYROLL TAX DEFERMENT**
- 9. BUSINESS REPORT**
 - C. Financial Status
- 10. CONSENT AGENDA**
 - D. Check Register for Month of August 2020
 - E. Cash Transfer(s), BAR's (if any) and Journal Entries
 - F. Minutes of Regular Board Meeting-August 18, 2020
- 11. SUPERINTENDENT'S REPORT**
- 12. POLICY**
 - G. 2nd Reading-NMSBA Policy Services Advisory
 - No. 208 JE Supplement—Student Attendance Supplement
- 13. OTHER**
- 14. ADVANCE PLANNING**
 - Work Session-October 6, 2020, 5:30 pm, Pecos Schools Board Room
 - Regular Board Meeting-October 20, 2020, 6:00 pm, Pecos Schools Board Room

ADJOURNMENT

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PECOS INDEPENDENT SCHOOL DISTRICT
PECOS SCHOOLS BOARD ROOM
PECOS, NEW MEXICO
SEPTEMBER 15, 2020
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
September 15, 2020
6:00 P.M.**

PLEDGE OF ALLEGIANCE

CALL TO ORDER

The Board President, Ms. Darlene Ortiz called the meeting to order @ 6:01 p.m.

MEMBERS PRESENT

Ms. Darlene Ortiz, Board President
Mr. Charles Vigil, Board Vice President- via GOOGLE Hangouts Meet/by phone
Vacant, Board Secretary
Mr. Michael Flores Sr., Board Member
Mr. Harold Garcia, Board Member
Ms. Debra Sena-Holton, Superintendent

MEMBERS ABSENT

None

OTHERS PRESENT-via GOOGLE Hangouts Meet/by phone

Christian Montano	Brenda Gallegos	Cathy Gallegos	Denisha Moodley
Leslie Damon	Pedro Vallejo	Grady Barrens	Reporter from Las Vegas Optic
Isaac Ortiz's family	Analyi Ortega	Sara Gutierrez	Isabella Horta
Lluvia Enriquez	Melissa T. Valencia-Flores		

APPROVAL OF AGENDA

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

PUBLIC COMMENTS

None

ACTION ITEM(S)

APPOINTING OF NEW BOARD MEMNER

Member Garcia moved to appoint Mr. Grady Barrens as New Board Member, seconded by Member Flores. Motion carried unanimously, 4-0.

RESOLUTION TO FILL BOARD OF EDUCATION VACANCY

Member Garcia moved to approve the Resolution to Fill Board of Education Vacancy, seconded by Member Flores. Motion carried unanimously, 4-0.

SWEARING IN OF APPOINTED BOARD MEMBER (Judge Christian Montano)

Judge Christian Montano I. expressed his pleasure in deliverance for the community of Pecos and acknowledged the community is an integral part of San Miguel County. He administered an oath of office to newly appointed Board Member Grady Barrens, congratulated Mr. Barrens and wished him luck.

Board members also extended their congratulations.

GOLDEN PANTHER AWARDS

Superintendent Sena-Holton expressed what the Golden Panther Award signifies. Principals announced September 2020 award recipients, pointed out attributes that deemed the individual deserving of the award and presented those present with a recognition certificate. The Golden Panthers recognized were Isabella Horta-Enriquez-Kindergartener, Anayeli Ortega-6th grader, Isaac Ortiz-Junior.

UNIT/DIRECTOR REPORTS

High School

Member Garcia requested an update on the D & F Procedure Report, discussed at the Work Session. Dr. Vallejo responded to the request, reporting on the first D & F Report. He noted the number of students receiving a failing grade in one to numerous/several classes, touched on site intervention-course of action and informed on the Fridays class schedule adjustment. He acknowledged teachers were able to dedicate time to students in academic need and mentioned a number of reasons for the unsatisfactory grade. Dr. Vallejo briefed on the evaluation of the next D & F Reporting, highlighted on the approach and addressing specific needs/issues. He put emphasis to ensuring students are progressing academically.

Superintendent Sena-Holton reported 31% were student athletes and conveyed she discussed with Fall Coaches the necessary means to raise student athlete grades. She commented on changing the mindset of student's work submission procrastination.

Member Garcia inquired on how distinct student situations are addressed. Dr. Vallejo responded to the inquiry, noting the agency that will be utilized to assess the state of affairs. He briefed on the compilation of various agency/services/information, as a readily available resource to distribute to parents.

Superintendent Sena-Holton announced the district signed up for Engage New Mexico, a free resource offered by the New Mexico Public Education Department and gave a review of the initiative.

Dr. Vallejo recognized the impact greater resources offered to families and the sooner intervention is provided would have on students.

Ms. Gallegos touched on measures taken at the elementary level, mentioned the support she has provided and conveyed situations are dealt with on case-by-case basis.

Ms. Moodley reported the middle school is making use of Engage New Mexico as an initiative and noted the collaboration with Ms. Colleen, School Psychologist as an additional intervention. She commended Ms. Colleen, expressed appreciation for the working partnership and acknowledged her conduciveness and proactive stance. She complimented Ms. Colleen's recognition of student's needs, her contribution to instructional setting and regular education population, noting her primary service is to the Special Education population. Ms. Moodley noted socioemotional learning activities/opportunities have been integrated through Advisory Class to benefit student's well-being; she highlighted on the activities and identified the most recognized need. She acknowledged the objective of the initiative and the ability to discover support measures to assist students with adapting to an increase in rigor and unfamiliar curriculum.

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Member Garcia inquired on the welfare check of students. Superintendent Sena-Holton responded to the inquiry, reporting welfare checks are conducted when called for, informed at risk students have been identified and communication is ongoing. She conveyed students have been dropped as a result of never logging in, noted they have reenrolled and on track to graduate.

Member Garcia inquired on class sponsorship. Dr. Vallejo replied to the inquiry, confirming sponsorship for all four classes.

UNIT/DIRECTOR REPORTS

High School

Dr. Vallejo briefed on a student assembly, mentioned the involvement and conveyed the event was a success. He announced PLC Meetings are taking place, notified D & F support classes are going about acceptable and noted a future follow up to measure progress. He touched on student services/Senior relations, reported the current enrollment of 167 and updated on sport activities.

Elementary

Ms. Gallegos discussed the completion of the 90 Day Plan, complimented the Leadership Team and mentioned the presentation plan, upon approval. She briefed on student achievement/recognition efforts, touched on discipline and informed on parent outreach initiatives.

Middle School

Ms. Moodley presented her calendar of events and gave a synopsis for each occurrence. She conveyed Staff Development focus areas was based on feedback, pointed out the overall outcome and referenced the results from the previous months Staff Development. She noted the school's Needs Assessment data will be used to determine NM DASH focus area suggestions. Ms. Moodley reported on discipline and announced the current student enrollment.

Vice President Vigil gave feedback from his classroom observation, noting it was pleasing to see the teaching taking place, the classroom operation and student engagement. He commended the leadership of Ms. Moodley.

Special Education & Student Nutrition

Ms. Damon welcomed Mr. Barrens to the Board of Education. She presented her Board Report, highlighting on Staff Development, noting various trainings are available to the district. She informed frequent meetings are held with the High School Principal, discussing the needs of students with disabilities and ensuring the needs are being met. Ms. Damon informed on sign language tutoring, highlighted on other classroom support/trainings and commended the Ancillary

Team. She referenced monthly meetings applicable to COVID with the district's attorneys and other administrators/personnel. She commented on the District Wide Virtual Open House participation and mentioned the Pre-K Screening. Ms. Damon mentioned various trainings administered through the Northeast Regional Education Cooperative and pointed out upcoming training opportunities. She reported on the Instructional Program, acknowledging a number of teachers are providing one-to-one instruction, servicing students on campus. She announced no disenrollment's and noted the number of gifted students.

Ms. Damon mentioned an upcoming meeting with cafeteria staff and noted the rationale is in review of concerns and menu preparation for the forthcoming month. She pointed out courses she will be taking. She referenced the number of buses transporting meals and remarked on the meal preparation. Ms. Damon informed on letters sent to Senators, Congresswoman and Congressman urging the support of the USDA waiver extension for the Summer Food Program and Seamless Summer Option. She announced the extension of free meals to all students through December and presented a chart with the meal counts.

Vice President Vigil presented a serving concern/request brought forth by a parent. Ms. Damon acknowledged the concern/request, conveying she would look into the matter and noted the serving portion is based off of the regulations for food serving/nutrition guidelines. Ms. Gallegos, Finance Director reported school servings are portioned by site and noted the elementary has been instructed to prepare meals using the high school recommended portion.

President Ortiz inquired on the next gifted assessment. Ms. Damon responded to the inquiry, informing the primary identification is through The Student Assistance Team (SAT) process.

Vice President Vigil complimented bus drivers on their meal distribution efforts and commended Ms. Damon on her oversight of the initiative.

PAYROLL TAX DEFERMENT

Ms. Gallegos, Finance Director congratulated and welcomed Mr. Barrens to the Board of Education. She acknowledged President Trump's signed Executive Order, Deferring Payroll Tax Obligations, noted the IRS issued some guidance and the district sought additional guidance from the New Mexico Association of School Business Officials. She reported the tax deferment is on the Social Security portion of an employee's earnings, she explained employees would halt the 6.2% deduction September through December and repay the taxes in January through April, double the tax rate/percentage. Ms. Gallegos noted the employer is written as the affected payee, discussed how the deferment impacts the district and reported the district will not participate. She notified an employee meeting was held informing of the nonparticipation and mentioned the entity that has opted to participate.

BUSINESS REPORT

FINANCIAL STATUS

Ms. Brenda Gallegos, Finance Director reported the Cash Reconciliation Report within the Board Packets signifies how the district is progressing and conveyed each of the funds are in good standing. She announced the Audit is currently under way, noted it is being performed remotely and gave a completion projection timeframe. She summarized the Payroll and Accounts Payable Report, Check Register for the Month of August 2020, Cash Transfers/BAR's, Internal BAR's and Journal Entries.

Vice President Vigil inquired on the status of bus drivers needing additional duties. Ms. Gallegos replied to the inquiry, reporting the current work schedule & compensation hours and clarified contracted hours. Vice President Vigil asked if the bus driver concerns had been clarified and they had been made aware of the compensation procedure. Ms. Gallegos answered the question, informing Superintendent Sena-Holton met with the drivers.

CONSENT AGENDA

Check Register for Month of August 2020
Cash Transfer(s), BAR's (if any) and Journal Entries
Minutes of Regular Board Meeting-August 18, 2020

Based on the Superintendent Sena-Holton's recommendation, Member Garcia moved to approve the Check Register for the Month of August 2020, Cash Transfer(s), BAR's- #5 & #6, Internal BAR's, Journal Entries, Minutes of Regular Board Meeting-August 18, 2020, seconded by Secretary Barrens. Motion carried unanimously, 5-0.

SUPERINTENDENT'S REPORT

Superintendent Sena-Holton offered to entertain any questions.

Vice President Vigil inquired on the Hybrid Model and School Re-Entry Plan. Superintendent Sena-Holton responded to the inquiry, reporting NMPED has released guidance for elementary only, informed on a new filter requirement and briefed on a site HVAC inspection. She noted parent contact will be made inquiring on attendance plans, for next step planning purposes. She mentioned the anticipated cost for the filter replacements and pointed out the fund that would support the project.

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Vice President Vigil inquired on on-site staffing. Superintendent Sena-Holton replied to the inquiry, referencing NMPED Guidance and notifying Teachers can work from home. She mentioned the number of individuals who noted health issues that would prevent them from working hybrid or face-to-face. She confirmed the district is not 100% on-site staffed, conveyed an individual cannot be forced to come to work and stated as long as they are able to perform their duties at home.

Vice President Vigil inquired on a Maintenance Department and Transportation Report. Superintendent Sena-Holton responded to the inquiry noting she would report on transportation. She pointing out the efforts & measures of bus drivers, ensuring students are receiving meals and commented on complaints received regarding traffic delays. She gave kudos to Cafeteria Staff on the preparation of warm meals. Superintendent Sena-Holton announced upcoming bus inspections and reported the first random drug testing for drivers was conducted.

Vice President Vigil requested a Maintenance Report for the next Board Meeting.

Superintendent Sena-Holton clarified the services the School Psychologist is providing and announced the district is 100% staffed.

Superintendent Sena-Holton touched on the purchase of new mobile hotspots, mentioned the service fees associated and the number of devices allocated.

Vice President Vigil inquired on campus safety and the employment status of the Security Officer. Superintendent Sena-Holton replied to the inquiry, confirming his employment and visibility throughout campus.

Vice President Vigil inquired on campus field issues. Superintendent Sena-Holton responded to the inquiry, mentioning recent student activity and reported no vandalism of any sort.

Vice President Vigil inquired on Dual Credit. Superintendent Sena-Holton replied to the inquiry, updating on the program, noting extra costs associated as a result of full remote instruction, touched on the book supply and conveyed the High School Counselor is actively recruiting nonparticipating students.

Vice President Vigil inquired on the anticipation of additional student registrations for the upcoming semester. Dr. Vallejo commented on the inquiry, expressing hope for an increased number and noted the intent to initiate the process as student's complete makeup classes. He mentioned scheduled assessments. Superintendent Sena-Holton informed colleges are carrying out virtual college's tours for district students.

Member Garcia inquired on the monitoring of Dual Credit Remote Students. Dr. Vallejo responded to the inquiry, noting since the course is a college class there is no access to student grades. He informed the High School Counselor is working with both institutions in recognizing and addressing the needs of students who are struggling academically.

Vice President Vigil inquired on the random drug testing for athletes. Superintendent Sena-Holton replied to the inquiry, highlighting on the official commencement of in season sports, NMAA Guidelines and Governor Lujan Grisham's COVID mandates.

POLICY

- 2nd Reading-NMSBA Policy Services Advisory
 - No. 208 JE Supplement—Student Attendance Supplement

OTHER

Superintendent Sena-Holton invited Secretary Barrens to address attendees. Secretary Barrens expressed appreciation for the opportunity to work together and make the district the best that it can be made and the Board's vote of confidence. He extended an invitation for questions, concerns etc. He reported he has a Sophomore enrolled in the district.

ADVANCE PLANNING

- Work Session-October 6, 2020, 5:30 pm, Pecos Schools Board Room
- Regular Board Meeting-October 20, 2020, 6:00 pm, Pecos Schools Board Room

ADJOURNMENT

At 7:42 p.m., Member Garcia moved to adjourn the meeting, seconded by Member Flores. Motion carried unanimously, 5-0. Minutes approved and signed on this 20th day of October 2020.



DARLENE ORTIZ, PRESIDENT

ATTEST:



GRADY BARRENS, SECRETARY