

**DEMING CESAR CHAVEZ CHARTER HIGH SCHOOL
GOVERNANCE COUNCIL REGULAR BOARD MEETING**

July 14, 2015

6:00 PM

Deming Cesar Chavez Charter High School Board Room

The Deming Cesar Chavez Charter High School Governance Council members met in a regular Board Meeting on Tuesday, July 14, 2015 at 6:00 pm in Deming, New Mexico, in the DCCCHS Board Room. The following Governing Council members were in attendance: Antoinette Zunich (President), Victor Cruz (Vice-President), Gloria Lopez (Secretary), and Neima Higuera (Treasurer). Also present were Stan Lyons (Principal), Viviana Porras (Administrative Assistant), and Chris Masters (Business Manager). See sign-in sheet for others who attended.

I. Call Meeting to Order – Antoinette Zunich, presiding

A. The meeting was called to order at 6:02 p.m. by Antoinette Zunich. The pledge of allegiance was recited.

B. Roll Call was conducted by Viviana Porras and quorum was established 4/5.

C. Adoption of Agenda-

Antoinette Zunich, President requested making the following changes to the Agenda;

V. Action Items

D. New Governing Council Member to move up to letter A.

a. Seating

b. Oath of Commitment

Delete a. Ideal Inter Government Agreement (IGA) MOU

Motion was made by Gloria Lopez, Secretary to accept the Agenda with the following changes of moving Letter D. New Governing Council Member, a. Seating, b. Oath of Commitment to letter A., and deleting a. Ideal Inter Government Agreement (IGA) MOU ; seconded by Neima Higuera. MOTION CARRIED 4-0.

D. Meeting Minutes Review/Approval for: June 9, 2015

Gloria Lopez, Secretary requested the following to be corrected to the June 9, 2015 meeting minutes; *Pg. 3 Letter G. Transportation MOU; make the correction from reading Student Nutrition MOU to Transportation MOU.*

Motion was made by Victor Cruz, Vice-President to approve the June 9, 2015 meeting minutes with the correction on Pg. 3 Letter G. Transportation MOU with the correction of Student Nutrition MOU to read Transportation MOU; seconded by Gloria Lopez. MOTION CARRIED 4-0.

Gloria Lopez, Secretary informed the Governing Council that the June 29, 2015 meeting minutes will be on the Agenda for review/approval at the next regular board meeting.

II. Public Comment (Limited Public Forum)

Time Limit 15 minutes total

No Public Comment

III. School Committee Reports/Updates

A. Finance Committee- No Finance Committee Report available at this time.

B. School Planning Committee – No School Planning Committee Report available at this time.

IV. Discussion Items

A. Publicly Introduce Mr. Stan Lyons; Governing Council Members publicly introduced and welcomed Mr. Stan Lyons, Principal to Deming Cesar Chavez Charter High School.

B. C. Martinez (*ACES*) – Charter Renewal Progress; Antoinette Zunich, President reviewed the Charter Renewal Progress Report with the Governing Council Members. **Discussion took place.** (*Please see Charter Renewal Progress Report attached.*)

C. Review of Financial Report; Governing Council Members reviewed and discussed the Financial Report for the month of June. (*Please see Financial Report attached.*)

D. Review Handbook

a. Staff Handbook; Gloria Lopez, Secretary and Neima Higuera, Treasurer met on June 30, 2015 & July 8, 2015 to thoroughly review the Staff Handbook. Ms. Lopez reviewed with the Governing Council the recommendations for revision of the Staff Handbook. **Discussion took place.** (*Please see Staff Handbook changes attached.*)

V. Actions Items

A. New Governing Council Member

a. Seating; Antoinette Zunich, President recited the Oath of Commitment with Gabe Dominguez. Mr. Dominguez accepted the commitment to DCCCHS Governing Council.

b. Oath of Commitment; Antoinette Zunich, President recited the Oath of Commitment with Gabe Dominguez. Mr. Dominguez accepted the commitment to DCCCHS Governing Council.

B. Approval of Financial Report

Motion was made by Gloria Lopez, Secretary to approve the Financial Report presented as of June 30, 2015 - closing; seconded by Neima Higuera. MOTION CARRIED 5-0.

C. MOU's

a. Special Education MOU; Antoinette Zunich, President explained to the Governing Council Members that the Special Education MOU had already been approved at the June 9, 2015 DCCCHS Board Meeting but since then the MOU had been revised by Deming Public Schools. Ms. Zunich reviewed and discussed the changes with the Governing Council Members. Ms. Zunich requested making the following corrections to the Special Education MOU; *DHS on first paragraph to be deleted and DHS to read DCCCHS. Discussion took place.* (*Please see Special Education MOU attached.*)

Motion was made by Gloria Lopez, Secretary to approve the Special Education MOU with Deming Public Schools with the typos changed; seconded by Victor Cruz. MOTION CARRIED 5-0.

b. Student Nutrition MOU; Antoinette Zurich, President explained to the Governing Council Members that the Student Nutrition MOU had already been approved at the June 9, 2015 Board Meeting but since then the MOU had been revised by Deming Public Schools. Ms. Zurich reviewed and discussed the changes with the Governing Council Members. **Discussion took place.** (*Please see Student Nutrition MOU attached.*)

Motion was made by Gloria Lopez, Secretary to approve the Student Nutrition MOU with Deming Public Schools; seconded by Neima Higuera. MOTION CARRIED 5-0.

c. Transportation MOU; Antoinette Zurich, President explained to the Governing Council Members that the Transportation MOU had already been approved at the June 9, 2015 Board Meeting but since then the MOU had been revised by Deming Public Schools. Ms. Zurich reviewed and discussed the changes with the Governing Council Members. **Discussion took place.** (*Please see Transportation MOU attached.*)

Motion was made by Victor Cruz, Vice-President to approve the Transportation MOU with Deming Public Schools with the change of having someone at the staging area as needed; seconded by Gloria Lopez. MOTION CARRIED 5-0.

D. Handbook

a. Approval of Staff Handbook

Motion was made by Victor Cruz, Vice-President to postpone the Staff Handbook until corrections are completed; seconded by Neima Higuera. MOTION CARRIED 5-0.

VI. Principal's Report;

Stan Lyons, Principal expressed his appreciation with Governing Council Members for their support, information, and communication and he looks forward to building up DCCCHS. He informed the Governing Council that he visited the Alma De Arte School in Las Cruces, NM and shared photos that he took of the kitchen where students prepare lunch. Mr. Lyons mentioned that he would like to work towards having DCCCHS Students prepare food for our campus. Mr. Lyons would like to begin thinking about reaching out and plugging in DCCCHS students with community job skills, job shadowing, mentoring, and internship possibilities. He mentioned that student outreach and home visits are currently going on to follow up with students and parents. Mr. Lyons reported that as for facilities, offices are being moved, floors are being stripped, and the large AC units have been removed. He mentioned that he had the opportunity to meet with Deming Public Schools Administration and will be meeting the Deming High School Principal soon. He informed the Governing Council that he will be attending the NM Teach training in Albuquerque, NM on July 20-22 and he will also visit other charter schools while he is there. Mr. Lyons mentioned that his intention is to have a robust program for adult/reengaged students.

VII. Executive Session (To discuss pending litigation, personnel matters or property) Subject: Limited personnel matters under Open Meetings Act 10151 Section H, Paragraph 2.

1. Personnel Matters

Motion was made by Victor Cruz, Vice-President to go into Executive Session at 7:46 p.m. to discuss limited personnel matters under Open Meetings Act 10151 Section H, Paragraph 2; seconded by Neima Higuera. MOTION CARRIED 5-0.

Roll Call conducted by Viviana Porras and quorum was established 5/5.

**Governing Council Members came out of Executive Session at 8:44 p.m.
No Action Taken.**

Roll Call conducted by Antoinette Zunich and quorum was established 5/5.

VIII. Time and Content-

- School Planning Committee
- Staff Handbook
- New Orleans Conference Summary
- Caz Martinez – Reauthorization Up-date
- Title I Monies and ERB 403(b)
- Finance Committee discussion –Staff Retirement

IX. Board Meeting Evaluation; Governing Council Members agreed that the meeting was much better but are still getting stuck on some agenda items.

X. Next Scheduled Meeting: (August 11, 2015/DCCCHS Board Room/6:00PM)

XI. Adjournment:

Motion was made by Victor Cruz, Vice-President to adjourn the meeting at 8:51 p.m.; seconded by Neima Higuera. MOTION CARRIED 5-0.

APPROVAL OF MINUTES

DCCCHS PRESIDENT

DATE

DCCCHS PRINCIPAL

DATE