

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

**June 10, 2025**

**6:00 p.m.**

**Regular Board Meeting**

**Deming Cesar Chavez Charter High School Room #14**

The Deming Cesar Chavez Charter High School Governance Council Members met in a Regular Board Meeting on June 10, 2025, at 6:00 p.m. The following Governing Council members attended: Nick Perez (President), *Present*, Kerena Vazquez Levario (Vice-President), *Present*, Barbara Reedy (Secretary/Treasurer), *Present*, Crystal Peña (Member), *Present via-zoom*, and Britney Valdez (Member), *Present*. Also present were Noel Nuñez (Director), Chris Masters (Business Manager), and Viviana Porras (Administrative Assistant). See the sign-in sheet for others who attended.

**I. Call Meeting to Order** – Nick Perez, presiding.

- A. Nick Perez, President, called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.
- B. Roll Call was conducted, and a quorum was established 5/5.
- C. Reading of the Mission Statement.
- D. \*Adoption of the Agenda:

**Motion was made by Britney Valdez, Member, to ADOPT the Agenda as presented; seconded by Kerena Vazquez Levario, Vice-President. MOTION CARRIED 5-0.**

- E. \*Meeting Minutes Review/Approval for May 13, 2025:

**Motion was made by Barbara Reedy, Secretary/Treasurer, to APPROVE the May 13, 2025, meeting minutes as presented; seconded by Britney Valdez, Member. MOTION CARRIED 5-0.**

**II. Public Comment (Limited Public Forum)**

Time Limit 15 minutes total

No Public Comment.

**III. Staff/Student Spotlight**

Noel Nuñez, Director, informed the Governing Council that the Staff and Student Spotlight will resume in August.

**IV. Committee Reports** – Audit, Finance, School Planning/Academic, Equity Council

- Audit Committee: The Audit Committee did not meet. There is no update at this time.
- Finance Committee: The Finance Committee did not meet. There is no update at this time.
- School Planning/Academic: The School Planning/Academic Committee did not meet. There is no update at this time.
- Equity Council: The Equity Council did not meet. There is no update at this time.

- Council Development: Governing Council Upcoming Conferences:
  - 2025 Charter Schools Conference/June 10-11, 2025/Albuquerque, NM
  - National Charter School Conference/June 29-July 2, 2025/Orlando, FL

**V. Discussion/Action Items**

**A.** Community Schools Food Distribution Report: *(Please see the attached Food Distribution Update from Mrs. Martinez-Lopez.)*

**B.** \*Approval of 2025-2026 Purchase Order Issuance: Chris Masters, Business Manager, presented the 2025–2026 Purchase Order Issuance List and provided an update on current technology and service agreements.

Several vendor name changes were noted:

- ADT is now operating as Everon
- Benchmark is now under Visual Edge IT
- Copyright services are now managed by Spectrum

Aside from these changes, most agreements remain consistent with previous years.

A \$20,000 line item for Winbron, funded through operational funds, was highlighted. Additional funding may be allocated if available.

The total projected amount for all services is just under \$600,000, including anticipated lease payments, which account for approximately one-fourth of the total. *(Please see attached 2025-2026 Purchase Order Issuance List.)*

**Motion was made by Kerena Vazquez Levario, Vice-President, to APPROVE the 2025-2026 Purchase Order Issuance List; seconded by Britney Valdez, Member. MOTION CARRIED 5-0.**

**C.** \*Approval of Resolution for Open Meetings: Chris Masters, Business Manager, presented the Resolution for Open Meetings and led a brief discussion on the upcoming year's meeting schedule. Members were encouraged to suggest any changes to the meeting day or time, with the second Tuesday at 6:00 p.m. remaining an option if no changes are needed. *(Please see the attached Resolution for Open Meetings.)*

**Motion was made by Britney Valdez, Member, to APPROVE the Resolution for Open Meetings; seconded by Barbara Reedy, Secretary/Treasurer. MOTION CARRIED 5-0.**

**D.** \*Approval of Agreement with Visual Edge IT: Chris Masters, Business Manager, provided an update on potential changes to Technology Support needs. A staffing change may occur, which could impact in-house tech capacity. Regardless of the outcome, additional support will be required as the school transitions from a local domain-based network to a fully cloud-based system.

Currently, most systems operate in the cloud, but user logins still rely on a physical domain server located on campus. This summer, the physical server will be removed and replaced entirely by a cloud-based virtual domain server.

A proposal was presented with tiered monthly service options based on support levels. While the vendor is not currently part of CES, they are pursuing that status and do hold a State contract. The cost will remain well below the \$60,000 threshold.

**Motion was made by Kerena Vazquez Levario, Vice-President, to APPROVE the Agreement with Visual Edge IT; seconded by Britney Valdez, Member. MOTION CARRIED 5-0.**

- E. \*Approval of Agreement with Sonrisa Therapy Services - SLP: Chris Masters, Business Manager, presented the agreement with Sonrisa Therapy Services, the provider of Speech and Language Therapy for DCCCHS. Sonrisa has been serving the school for several years and currently provides on-site services. *(Please see the attached Agreement with Sonrisa Therapy Services.)*

**Motion was made by Barbara Reedy, Secretary/Treasurer, to APPROVE the Agreement with Sonrisa Therapy Services; seconded by Britney Valdez, Member. MOTION CARRIED 5-0.**

- F. \*Approval of 2025-2026 Lease Addendum Renewal: Chris Masters, Business Manager, presented the Lease Addendum Renewal for the facility lease agreement with Deming Public Schools. The only change to the original lease is an extension of the lease term from July 1, 2025, to June 30, 2026.

Mr. Masters explained that the Annual Lease payment is determined by PSCOC's Lease Assistance Program, based on the square footage of classroom and office space, as well as prior-year student membership. The estimated lease assistance for the upcoming year is approximately \$145,000, with final approval expected in November.

Under the existing lease terms, the school is eligible to claim up to 90% reimbursement for qualifying capital improvements. Recent improvements—such as work on portables, flooring, fencing, and HVAC systems—are eligible for reimbursement, meaning the school can recoup a significant portion of its investment while enhancing its facilities.

It was noted that this is a routine Annual Renewal with no other substantive changes to the original lease.

**Motion was made by Barbara Reedy, Secretary/Treasurer, to APPROVE the 2025-2026 Lease Addendum Renewal; seconded by Kerena Vazquez Levario, Vice-President. MOTION CARRIED 5-0.**

- G. \*Approval of MOUs – Transportation, Special Student Services, Student Nutrition, Maintenance: Noel Nuñez, Director, presented the Memorandum of Understanding (MOU) for Special Student Services with Deming Public Schools. This is the only MOU received to date. No changes to Services were noted, and the Agreement remains consistent with Previous Years.

It was explained that Deming Public Schools typically approves all MOUs through their Board before sending them over. Although efforts were made to receive all four

MOUs (Special Student Services, Transportation, Student Nutrition, and Maintenance) in time, only the Special Student Services MOU was available for this Meeting.

**Motion was made by Kerena Vazquez Levario, Vice-President, to APPROVE the Special Student Services MOU and TABLE the Transportation, Student Nutrition, and Maintenance MOUs; seconded by Britney Valdez, Member. MOTION CARRIED 5-0.**

**VI. Director's Report:**

Violeta Bustamante, Dean of Students, presented the Dean of Students' Report and welcomed any questions or feedback from the Governing Council.

Noel Nuñez, Director, presented the Director's Report and welcomed any questions from the Governing Council Members. *(Please see the attached Director's Report.)*

**VII. \*Executive Session-** (To discuss pending litigation, limited personnel matters, or property pursuant to NMSA 1978, Section 10-15-1(2)).

1. Personnel Matters - Director Evaluation & Contract

**Motion was made by Kerena Vazquez Levario, Vice-President, to ENTER Executive Session at 6:15 p.m. to discuss the Director's Evaluation & Contract; seconded by Barbara Reedy, Secretary/Treasurer. MOTION CARRIED 5-0.**

**Roll Call into Executive Session**

**Nick Perez – Present**

**Kerena Vazquez Levario – Present**

**Barbara Reedy – Present**

**Crystal Pena – Present**

**Britney Valdez – Present**

**Motion was made by Kerena Vazquez Levario, Vice-President, to COME OUT of Executive Session at 7:32 p.m.; seconded by Britney Valdez, Member. MOTION CARRIED 5-0. No action was taken.**

**Roll Call out of Executive Session**

**Nick Perez – Present**

**Kerena Vazquez Levario – Present**

**Barbara Reedy – Present**

**Crystal Pena – Present**

**Britney Valdez – Present**

**VIII. Time and Content for the next Governing Council Meeting:**

Regular Meeting – July 8, 2025, 6:00 P.M.

- Approval of MOUs – Student Nutrition, Transportation, Maintenance

**IX. Board Meeting Evaluation:** The Governing Council Members agreed that the meeting was productive and contained a lot of valuable information.

**X. Next Scheduled Meeting**

Regular Meeting/July 8, 2025/DCCCHS Room #14/6:00 P.M.

**XI. \*Adjournment:**

**Motion was made by Britney Valdez, Member, to ADJOURN the meeting at 7:33 p.m.; seconded by Barbara Reedy, Secretary/Treasurer. MOTION CARRIED 5-0.**