DEMING CESAR CHAVEZ CHARTER HIGH SCHOOL
GOVERNANCE COUNCIL REGULAR BOARD MEETING
May 12, 2026
6:01 p.m.
Regular Meeting
Deming Cesar Chavez Charter High School Room #15

The Deming Cesar Chavez Charter High School Governance Council Members met in a Regular Board Meeting on May 12, 2026, at 6:01 p.m. The following Governing Council Members attended: Nick Perez (President), *Present*, Kerena Vazquez Levario (Vice-President), *Present,* Barbara Reedy (Secretary/Treasurer), *Present,* Britney Valdez (Member), *Absent,* and Anamaria Sandoval (Member), *Present.* 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 6:01 p.m. The Pledge of Allegiance was recited.
   - **B.** Roll Call was conducted, and a quorum was established 4/5.
     Britney Valdez – Absent.
   - **C.** Reading of the Mission Statement.
   - **D.** *Adoption of the Agenda:

Motion was made by Anamaria Sandoval, Member, to ADOPT the Agenda as presented; seconded by Kerena Vazquez Levario, Vice-President. MOTION CARRIED 4-0.

   - **E.** *Meeting Minutes Review/Approval for April 14, 2026 & May 4, 2026:

Motion was made by Kerena Vazquez Levario, Member, to APPROVE the April 14, 2026 & May 4, 2026, meeting minutes as presented; seconded by Anamaria Sandoval, Member. MOTION CARRIED 4-0.

II. **Public Comment (Limited Public Forum)**
Time Limit: 15 minutes total. No Public Comment was given.

III. **Staff/Student Spotlight**
Staff Spotlight:
Marlene Parra-Padron, Interim Director, recognized Cynthia Benting for her dedication and service to students. Mrs. Padron highlighted Mrs. Benting's work as Social Worker and Counselor, noting her efforts in credit checks, student support services, parent communication, graduation monitoring, and social-emotional support.

The Governing Council Members expressed appreciation for her commitment to student success.

Student Spotlight:
Rosie Armijo, DCCCHS Student, provided a student update and shared highlights from recent student activities, including Prom, the Senior Field Trip to the El Paso Chihuahuas game, Senior Sunset, and the Senior Awards Ceremony. Rosie expressed appreciation to the

Governing Council, administration, and staff for supporting students throughout the school year. She also announced her plans to pursue a career in education and become a teacher.

The Governing Council Members congratulated Rosie on her accomplishments and wished her success in her future endeavors.

IV. **Committee Reports** – Audit, Finance, School Planning/Academic, Equity Council, Council Development, Marketing & Branding Committee

- 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: Marlene Parra-Padron, Interim Director, reported that the Student Equity Council has been actively reviewing and revising the Student Handbook. She indicated that the revised handbook would be presented to the Governing Council in June. Students have been actively engaged in the process and have provided input regarding school policies and student leadership initiatives.

- Council Development: There is no update at this time.

V. **Discussion/Action Items**

A. Community School Food Distribution Report: Angie Martinez-Lopez, Community Liaison, provided an update regarding graduation preparations, community food distributions, work-study activities, and community partnerships.

Key discussion items included:

- Graduation is scheduled for May 21, 2026, at the Mimbres Special Events Center.
- The Class of 2026 graduation ceremony will include tributes honoring Crystal Peña, Noel Nuñez, and student Carlos Rodriguez.
- Governing Council members were asked to arrive by 9:30 a.m. on graduation day.
- Gloria Lopez, one of the founders of the school, was announced as the honorary guest speaker.
- The May community food distribution was postponed due to graduation activities.
- Food distributions will continue throughout the summer through a partnership with Proyecto Comunidad and Roadrunner Food Bank.
- Proyecto Comunidad has agreed to provide space for a clothing bank to support students with professional attire for interviews, career readiness activities, and Dress for Success initiatives.

- The work-study program concluded successfully, with one participating senior receiving permanent employment at Ace Hardware following completion of the program.

No action was taken. *(Please see the attached Food Distribution Update.)*

B. *Approval of Director Contract: The Governing Council reviewed the proposed Director Contract for Marlene Parra-Padron.

Motion was made by Kerena Vazquez Levario, Vice-President, to APPROVE the Director Contract; seconded by Anamaria Sandoval, Member. MOTION CARRIED 4-0.

C. *Approval of MOUs – Transportation, Special Student Services, Student Nutrition, Maintenance: The Governing Council reviewed the status of the annual Memorandums of Understanding (MOUs). Marlene Parra-Padron, Interim Director, reported that the Transportation and Special Student Services MOUs had not yet been received.

Motion was made by Kerena Vazquez Levario, Vice-President, to TABLE approval of the Transportation, Special Student Services, Student Nutrition, and Maintenance MOUs until all agreements are received and available for review; seconded by AnaMaria Sandoval, Member. MOTION CARRIED 4-0.

D. *Approval of 2026-2027 Lease Addendum Renewal: Chris Masters, Business Manager, presented the Annual Lease Addendum Renewal and explained that the only change was the renewal term. All other provisions remained unchanged.

Motion was made by Anamaria Sandoval, Member, to APPROVE the 2026–2027 Lease Addendum Renewal; seconded by Barbara Reedy, Secretary/Treasurer. MOTION CARRIED 4-0.

E. *Approval of Asset Acquisition – HVAC in Rooms 3 & 4, Flooring in Room 14: Chris Masters, Business Manager, reported that the school would replace HVAC units in Rooms 3 and 4 and complete flooring replacement in Room 14 due to plumbing-related damage.

Motion was made by Kerena Vazquez Levario, Vice-President, to APPROVE the Asset Acquisition for HVAC units in Rooms 3 and 4 and flooring replacement in Room 14; seconded by Barbara Reedy, Secretary/Treasurer. MOTION CARRIED 4-0.

F. *Approval of Budget Adjustment Request 042-006-2526-0005-I - $63,755.73: Chris Masters, Business Manager, presented the Budget Adjustment Request for $63,755.73. Mr. Masters explained that the increase was allocated to the Operational Fund and would be used primarily for facilities-related expenditures, including contractual services and general supplies, to address year-end budget needs and maintenance requirements.

Motion was made by Kerena Vazquez Levario, Vice-President, to APPROVE Budget Adjustment Request 042-006-2526-0005-I in the amount of $63,755.73; seconded by Barbara Reedy, Secretary/Treasurer. MOTION CARRIED 4-0.

G. *Approval of Budget Adjustment Request 042-006-2526-0006-I - $2,936.00:
Chris Masters, Business Manager, presented Budget Adjustment Request 0006-I in the amount of $2,936.00. He explained that the remaining balance originated from the former Instructional Materials Fund, which is no longer active. The remaining funds will be utilized and the fund subsequently closed.

Motion was made by Barbara Reedy, Secretary/Treasurer, to APPROVE Budget Adjustment Request 042-006-2526-0006-I in the amount of $2,936.00; seconded by Anamaria Sandoval, Member. MOTION CARRIED 4-0.

H. *Approval of Budget Adjustment Request 042-006-2526-0007-I - $5,440.00:
Chris Masters, Business Manager, presented Budget Adjustment Request 0007-I in the amount of $5,440.00. The increase reflected activity fund balances and cash donations maintained by the school. Funds will continue to support student and school activities.

Motion was made by Kerena Vazquez Levario, Vice-President, to APPROVE Budget Adjustment Request 042-006-2526-0007-I in the amount of $5,440.00; seconded by Anamaria Sandoval, Member. MOTION CARRIED 4-0.

I. *Approval of Budget Adjustment Request 042-006-2526-0008-I - $12,410.00
Chris Masters, Business Manager, presented Budget Adjustment Request 0008-I in the amount of $12,410.00. The increase reflected Medicaid reimbursement funds received through the REC, including reimbursement for approximately two and one-half years of services. Funds will be allocated toward speech therapy and contracted ancillary services.

Motion was made by Barbara Reedy, Secretary/Treasurer, to APPROVE Budget Adjustment Request 042-006-2526-0008-I in the amount of $12,410.00; seconded by Anamaria Sandoval, Member. MOTION CARRIED 4-0.

J. *Approval of Budget Adjustment Request 042-006-2526-0009-I - $13,602.00
Chris Masters, Business Manager, presented Budget Adjustment Request 0009-I in the amount of $13,602.00. He explained that the funds represented a carryover balance from a prior grant program that has since been rolled into another funding source. Approval would allow the remaining funds to be budgeted and expended appropriately.

Motion was made by Kerena Vazquez Levario, Vice-President, to APPROVE Budget Adjustment Request 042-006-2526-0009-I in the amount of $13,602.00; seconded by Barbara Reedy, Secretary/Treasurer. MOTION CARRIED 4-0.

K. *Approval of Budget Adjustment Request 042-006-2526-0010-I - $2,590.00:
Chris Masters, Business Manager, presented Budget Adjustment Request 0010-I in the amount of $2,590.00 and reviewed the purpose of the funding adjustment with the Governing Council. No additional questions were raised.

Motion was made by Anamaria Sandoval, Member, to APPROVE Budget Adjustment Request 042-006-2526-0010-I in the amount of $2,590.00; seconded by Barbara Reedy, Secretary/Treasurer. MOTION CARRIED 4-0.

L. *Approval of Budget Adjustment Request 042-006-2526-0011-I - $219.00
Chris Masters, Business Manager, presented Budget Adjustment Request 0011-I in the amount of $219.00. He explained that the funds represented indirect cost revenue received from a prior Youth Conservation Corps (YCC) program and would be utilized to support supplies for the school's jobs program.

Motion was made by Kerena Vazquez Levario, Vice-President, to APPROVE Budget Adjustment Request 042-006-2526-0011-I in the amount of $219.00; seconded by Anamaria Sandoval, Member. MOTION CARRIED 4-0.

M. *Approval of Budget Adjustment Request 042-006-2526-0012-I - $310.00
Chris Masters, Business Manager, presented Budget Adjustment Request 0012-I in the amount of $310.00. He explained that the funds represented a remaining balance from COVID testing funding. The remaining funds will be used for allowable expenditures, including disinfectant and related supplies.

Motion was made by Barbara Reedy, Secretary/Treasurer, to APPROVE Budget Adjustment Request 042-006-2526-0012-I in the amount of $310.00; seconded by Anamaria Sandoval, Member. MOTION CARRIED 4-0.

N. *Approval of Budget Adjustment Request 042-006-2526-0013-I - $46,068.00
Chris Masters, Business Manager, presented Budget Adjustment Request 0013-I in the amount of $46,068.00. Discussion included expenditures associated with facility improvements and infrastructure projects, including fencing and improvements related to the HELP New Mexico preschool area.

Motion was made by Anamaria Sandoval, Member, to APPROVE Budget Adjustment Request 042-006-2526-0013-I in the amount of $46,068.00; seconded by Barbara Reedy, Secretary/Treasurer. MOTION CARRIED 4-0.

O. *Approval of Budget Adjustment Request 042-006-2526-0014-D - ($10,851.00)
Chris Masters, Business Manager, requested that Budget Adjustment Request 0014-D be tabled. He explained that the adjustment would be revised and resubmitted as a cash transfer rather than a budget decrease.

Motion was made by Kerena Vazquez Levario, Vice-President, to TABLE Budget Adjustment Request 042-006-2526-0014-D; seconded by Anamaria Sandoval, Member. MOTION CARRIED 4-0.

VI. <u>Director's/Dean of Students Report:</u>
Marlene Parra-Padron, Interim Director, presented the Director's Report and welcomed any questions from the Governing Council Members. *(Please see the attached Director's Report.)*

Violeta Paxton, Dean of Students, presented the Dean of Students Report and welcomed any questions from the Governing Council Members. *(Please see the attached Dean of Students Report.)*

VII. Executive Session – Personnel Matters
Executive Session was listed on the agenda; however, no motion was made to enter Executive Session and no Executive Session was held.

VIII. Time and Content for the Next Governing Council Meeting:
Regular Meeting – June 3, 2026, 6:00 P.M.

- Approval of 2026-2027 MOUs- Transportation, Special Student Services, Student Nutrition, Maintenance
- Approval of Budget Adjustment Request 042-006-2526-0014-D ($10,851.00)

IX. Board Meeting Evaluation: The Governing Council Members expressed appreciation for the updates provided regarding graduation preparations, student accomplishments, community partnerships, and school operations. Members shared positive feedback regarding the meeting and recognized the efforts of staff and administration throughout the school year.

X. Next Scheduled Meeting
Regular Meeting/June 3, 2026/DCCCHS Room #14/6:00 P.M.

XI. *Adjournment:
Motion was made by Kerena Vazquez Levario, Vice-President, to ADJOURN the meeting at 7:16 p.m.; seconded by Anamaria Sandoval, Member. MOTION CARRIED 4-0