

Christine Duncan Heritage Academy
Governing Council Meeting Agenda
June 9, 2026 at 5:00 p.m.

Click on Link to join Christine Duncan Zoom GC Meeting: [Zoom Link](#)
Christine Duncan YouTube Link to GC Meeting: [YouTube](#)

Call to Order: Time __5:07__p.m. /Roll Call:
Medina

Dr. Barbara M.

Governing Council Members:

Name	Title	Present	Absent
Dr. Barbara M. Medina	President	X	
Dr. Edward Monaghan	Vice President	X	
Ms. Silvia Fraire-Niño	Treasurer	X	
Ms. Vilma Alejandra Alvarez	Secretary	X	
Mrs. Elma Garcia	Member		X
Mrs. Nohemi Chevere	Member		X
Mrs. Pamela Tanguistengo	Member	X	
Mr. Timothy Woodard	Member		X
Ms. Monica Aguilar	Member		X

Quorum: X Yes No

Others Present:

Dr. Jesús Moncada, Executive Director; Mr. Casey Benavidez, Principal; Mr. Kyle Hunt, Finance; Mr. Dan Hill, Attorney; Kellye Rogers per Analy Morales, Translator, Julie Weeks , Isabel Loya, Paola Castillo , Dr. Rivera

Approval or Disapproval of Agenda for June 9, 2026

Dr. Barbara M. Medina

Silvia moves to approve the agenda and Pam seconded the motion. Agenda approved.

Name	Title	Present	Absent
Dr. Barbara M. Medina	President	x	
Dr. Edward Monaghan	Vice President	X	
Ms. Silvia Fraire-Niño	Treasurer	X	
Ms. Vilma Alejandra Alvarez	Secretary	X	
Mrs. Elma Garcia	Member		X-late
Mrs. Nohemi Chevere	Member		X-late
Mrs. Pamela Tanguistengo	Member	X	
Mr. Timothy Woodard	Member		X-late
Ms. Monica Aguilar	Member		X-late

Approval or Disapproval of Meeting Minutes for May 19, 2026 Dr. Barbara M. Medina

Silvia moves to approve the minutes of May 19, 2026 , Pam has seconded the motion. Motion passed.

Name	Title	Present	Absent
Dr. Barbara M. Medina	President		
Dr. Edward Monaghan	Vice President	X	
Ms. Silvia Fraire-Niño	Treasurer	X	
Ms. Vilma Alejandra Alvarez	Secretary	X	
Mrs. Elma Garcia	Member		X
Mrs. Nohemi Chevere	Member		X
Mrs. Pamela Tanguistengo	Member	X	
Mr. Timothy Woodard	Member		X-Late
Ms. Monica Aguilar	Member		X-Late

Public Comments (3 minutes maximum for comment) Dr. Barbara M. Medina

Reports:

Silvia was present for the pre-k and kinder graduation ceremonies.

President's Report (3 minutes)

Dr. Barbara M. Medina

Silvia and Dr. Medina was present for the pre-k and kinder graduation ceremonies. It was adorable and is praising the teachers and admins efforts in providing a better location for the ceremonies. Pam attended the 5th grade promotion ceremony and really enjoyed it. Dr. Monaghan attended the bilingual seal presentations and was very impressed with all the presentations. Dr. Medina has thanked everyone for all the efforts in providing great ceremonies. Nohemi has suggested next year for the pre-k ceremony not to be very long. Pam is suggesting prepping for the 5th grade ceremony more in advance versus 2 weeks prior.

Finance Committee Report (3 minutes)

Ms. Silvia Fraire-Niño

Silvia reports that we are getting closer to the 1% cash liquidity. We are currently waiting on some grants. Our goal is 2% by December.

Audit Committee Report (3 minutes)

Dr. Barbara M. Medina

Nothing to report at this time.

Facilities Committee Report (3 minutes)

Mr. Tim Woodard

Mr Benavidez reports we are continuing on the 3rd grade bathrooms. Everything is going along well. Teachers are transitioning to their new classrooms for the 26-27 school year. We will have 5 new classrooms.

Student Achievement and Strategic Plan Committee (3 minutes)

Dr. Edward Monaghan

Life long learning goal: how will it become an achieved goal.

Equity Council's Report (3 minutes)

Ms. Paola Castillo

Paola reports Dr. Rivera and Abby went to a regional equity counsel meeting in May. We need to strengthen our relationship with the community. We agreed to include more students as a part of the

equity counsel. We would also like more parents involved along with our community partners. They can be a good voice for our school needs. Currently 8 members 2 are teachers.

Executive Director/Principal's Report (10 minutes) Dr. Jesús Moncada and Mr. Casey Benavidez
 Dr. Moncada reports we do have a board member resignation. Dr. Ed Monaghan and has given him a recognition thanking him for his time and service. We are ending our school year with 589 students including pre-k. Isabel Loya has resigned from her position and has actively been helping with the synergy instance transition. Dr. Moncada and Mr. Benavidez met with the Mind Trust behind the CSP grant. We will be applying for 1.5 million. Julie Weeks has been assisting with helping coordinate interviews to help hire new teachers. All contracts will be given to employees tomorrow 6/10. Staff will return 7/13-7/14 for a PD. 12 new teacher residents have been hired for the 26-27 school year. We got a little grant for 25,000. 8 Educator Fellow students for the 26-27 school year. We are only losing 2 teachers. We have a few staff members and 3 board members attending the New Orleans conference. We also have a few others attending training in Dallas. We did get funded for the CLSD grant for a full time literacy coach and full time district Literacy coordinator. We did sports banquets for all grade levels. We were able to award our students great gifts through the grant. We completed Bilingual seal presentations and were recognized on their 8th grade graduation ceremony. 500 plus guests for each ceremony. We are looking for ways to improve the venue and or the flow of the ceremonies. We are currently waiting for the AP results.

Discussion/Action Items:

A. Budget Update, BARS, vouchers, financials, bank reconciliation (Motion, 2nd, Approve, Disapprove)
 -Mr. Kyle Hunt

Kyle reports we do have 5 BARS listed. We ended with 647,151.38 in our account. We are close to 1%. APS reductions go straight into our SPED program. SBN state match. Every year the state has to match SBN capital funds for 17,000 which will go straight into our construction services to help manage our capital deficit. BAR 26I and 27I NM College MOU. We have 4 teacher residents from Northern NM College who send us a 35000 stipend equaling 140,000 which is how we pay those teacher residents 60,000 a year. RFR report lists all the RFR's we have reported throughout the physical school year.

Name	Title	Present	Absent
Dr. Barbara M. Medina	President	X	
Dr. Edward Monaghan	Vice President	X	
Ms. Silvia Fraire-Niño	Treasurer	X	
Ms. Vilma Alejandra Alvarez	Secretary	X	
Mrs. Elma Garcia	Member	X-late	
Mrs. Nohemi Chevere	Member	X	
Mrs. Pamela Tanguistengo	Member	X	
Mr. Timothy Woodard	Member	X-late	
Ms. Monica Aguilar	Member	X-late	

I entertain a motion to approve Budget Adjustment Requests (BARS) and the authority for Executive Director and Business Manager to complete final Budget Adjustment Requests for FY26 as needed

_____Alex_____

I make a motion to approve BARS# Alex

I second that motion: _____Silvia_____

Discussion: ____has been moved _____

Vote: all voted yes

Approved or not approved? Motion has been approved. Dr. Medina has motioned to amend the agendas's order Pamela has seconded the motion to move items C and D forward. All agreed. Motion passes Items C and D will be presented before GC elections

Name	Title	Present	Absent
Dr. Barbara M. Medina	President	X	
Dr. Edward Monaghan	Vice President	X	
Ms. Silvia Fraire-Niño	Treasurer	X	
Ms. Vilma Alejandra Alvarez	Secretary	X	
Mrs. Elma Garcia	Member	X	
Mrs. Nohemi Chevere	Member	X	
Mrs. Pamela Tanguistengo	Member	X	
Mr. Timothy Woodard	Member	X	
Ms. Monica Aguilar	Member	X	

I entertain a motion to approve Vouchers, Financials and Bank

Reconciliations _____ Alex _____

I make a motion to approve Vouchers, Financials and Bank Reconciliations Alex

I second that motion: _____ Silvia _____

Discussion: _____

Vote: Approved

Approved or not approved?

B. Approval or Disapproval of Governing Council Elections

-Dr. Barbara Medina

Dr. Medina has asked Dr. Monaghan to receive the ballots once everyone is finished. Dr. Medina will remain on the board as a member but not as GC president. We did have nominations for today's election. A list of nominations was presented on the screen. The list of nominees are the members who accepted the nominations. Votes are in. GC Treasurer- Monica Aguilar, GC Secretary- Pamela, GC Vice President- Tim, GC President- Silvia. Meeting adjourned.

Name	Title	Present	Absent
Dr. Barbara M. Medina	President		
Dr. Edward Monaghan	Vice President		
Ms. Silvia Fraire-Niño	Treasurer		
Ms. Vilma Alejandra Alvarez	Secretary		
Mrs. Elma Garcia	Member		
Mrs. Nohemi Chevere	Member		
Mrs. Pamela Tanguistengo	Member		
Mr. Timothy Woodard	Member		
Ms. Monica Aguilar	Member		

C. Discussion on the Lifelong Learning Goals

-Dr. Barbara Medina

Dr. Medina has mentioned item C is not an action item and rather opened it up for discussion. Dr. Monaghan is wondering what the goal looks like for our students and how it will be handled. Bilingual seal and Spanish AP was brought up about how to better keep track of the 8th grade students after leaving CDHA. Discussion about different ideas on how to share data with teachers and getting input from them as well. Dr. Medina would like to move forward with Board Elections.

D. Approval or Disapproval of Leave Policy

-Mr. Kyle Hunt

Kyle reports our Christine Duncan Leave policy. We are changing from the first 5 and the last 5 days to the first 8 and the last 8 days of contract. Since we are a 4 day week we don't want anyone gone at the beginning or the last 2 weeks. This leave will ensure staff knows if they try to take the leave at the very beginning of the school year or the very end it will be without pay. Office staff are year round and will receive 12 days of personal and 12 days of sick leave. Teachers get 2 days personal leave and 11 days of sick leave. Personal admin does carry over and teachers do not. Either they use it or lose it.

Dr. Medina moves to approve the policy as amended
Monica Seconds it. No Discussion. Motion carries.

Name	Title	Present	Absent
Dr. Barbara M. Medina	President	X	
Dr. Edward Monaghan	Vice President	X	
Ms. Silvia Fraire-Niño	Treasurer	X	
Ms. Vilma Alejandra Alvarez	Secretary	X	
Mrs. Elma Garcia	Member	X	
Mrs. Nohemi Chevere	Member	X	
Mrs. Pamela Tanguistengo	Member	X	
Mr. Timothy Woodard	Member	X	
Ms. Monica Aguilar	Member	X	

E. Recommendations of Agenda Items for June and questions/concerns/suggestions for Dr. Moncada from Governing Council (Discussion)

-Dr. Barbara M. Medina

Adjournment

-Dr. Barbara M. Medina

Meeting Adjournment: Time __6:33__p.m.

Next meeting date: July 15, 2026 at 5:00 PM