

Christine Duncan Heritage Academy
Governing Council Meeting Agenda
August 18, 2026 at 5:00 p.m.

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

Call to Order: Time ____p.m. /Roll Call:

Ms. Silvia Fraire-Niño

Governing Council Members:

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

Quorum: ____ Yes ____ No

Others Present:

Dr. Jesús Moncada, Executive Director; Mr. Casey Benavidez, Principal of Operations; Mrs. Sayra Brambila-Principal of Instruction; Mr. Kyle Hunt, Business Manager; Mr. Dan Hill, Attorney; Analy Morales, Translator

Approval or Disapproval of Agenda for August 18, 2026

Ms. Silvia Fraire-Niño

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

Mrs. Elma Garcia	Member		
Mrs. Nohemi Chevere	Member		

Approval or Disapproval of Meeting Minutes for July 21, 2026

Ms. Silvia Fraire-Niño

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

Public Comments (3 minutes maximum for comment) Ms. Silvia Fraire-Niño Reports:

President's Report (3 minutes)

Finance Committee Report (3 minutes)

Audit Committee Report (3 minutes)

Facilities Committee Report (3 minutes)

Student Achievement and Strategic Plan Committee (3 minutes)

Student Council Student's Report (3 minutes)

Executive Director/Principal's Report (10 minutes)

Ms. Silvia Fraire-Niño

Ms. [Monica Aguilar](#)

Dr. Barbara M. Medina

Mr. Tim Woodard

TBA

TBA

Dr. Jesús Moncada, Mr. Casey Benavidez, Mrs. Sayra Brambila

Discussion/Action Items:

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

-Mr. Kyle Hunt

Name	Title	Present	Absent
Ms. Silvia Fraire-Niño	President		
Mr. Timothy Woodard	Vice President		
Ms. Monica Aguilar	Treasurer		
Mrs. Pamela Tanguistengo	Secretary		
Dr. Barbara M. Medina	Member		

Ms. Vilma Alejandra Alvarez	Member		
Mrs. Elma Garcia	Member		
Mrs. Nohemi Chevere	Member		

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

I move to approve BARS#

I second that motion: _____

Discussion: _____

Vote:

Approved or not approved?

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

I entertain a motion to approve Vouchers, Financials and Bank Reconciliations _____

I move to approve Vouchers, Financials and Bank Reconciliations

I second that motion: _____

Discussion: _____

Vote:

Approved or not approved?

B. Approval or Disapproval of an administration team to attend **PCSNM School Leader Retreat, September 21–23 at the Inn of the Mountain Gods.** -Ms. Silvia Fraire-Niño

Name	Title	Present	Absent
Ms. Silvia Fraire-Niño	President		
Mr. Timothy Woodard	Vice President		
Ms. Monica Aguilar	Treasurer		

Mrs. Pamela Tanguistengo	Secretary		
Dr. Barbara M. Medina	Member		
Ms. Vilma Alejandra Alvarez	Member		
Mrs. Elma Garcia	Member		
Mrs. Nohemi Chevere	Member		

C. Discussion on the Lifelong Learning Goals -Ms. Silvia Fraire-Niño

D. Discussion on High School Planning Year Update -Ms. Silvia Fraire-Niño

E. Discussion on Volunteers to represent the Audit Committee and the Student Achievement and Strategic Plan Committee

-Ms. Silvia Fraire-Niño

F. Discussion on Governing Council Attendance and training hours for members

-Ms. Silvia Fraire-Niño

G. Discussion on National Charter Schools Conference 2026

-Ms. Silvia Fraire-Niño

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

-Ms. Silvia Fraire-Niño

Adjournment

-Ms. Silvia Fraire-Niño

Meeting Adjournment: Time ____p.m.

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