Christine Duncan Heritage Academy
Governing Council Meeting Agenda
September 22, 2026 at 5:00 p.m.

Click on Link to join Christine Duncan Zoom GC Meeting: Zoom Link
Call to Order: Time _5:05___p.m. /Roll Call: Ms. Silvia Fraire-Niño

Governing Council Members:

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

Quorum: _X_ 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, Marita Ortega - Business Manager, Paul Pickerel, Nova Coordinator

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5:08 - Approval or Disapproval of Agenda for September 22, 2026 Ms. Silvia Fraire-Niño

Name	Title	Present	Absent
Ms. Silvia Fraire-Niño	President	X	
Mr. Timothy Woodard	Vice President	2nd	
Ms. Monica Aguilar	Treasurer		X
Mrs. Pamela Tanguistengo	Secretary	1st	
Dr. Barbara M. Medina	Member	X	
Ms. Vilma Alejandra Alvarez	Member	X	
Mrs. Elma Garcia	Member		X
Mrs. Nohemi Chevere	Member	X	

Approved by Gov. Council

5:09 - Approval or Disapproval of Meeting Minutes for August 18, 2026 Ms. Silvia Fraire-Niño

Name	Title	Present	Absent
Ms. Silvia Fraire-Niño	President	X	
Mr. Timothy Woodard	Vice President	X	
Ms. Monica Aguilar	Treasurer		X
Mrs. Pamela Tanguistengo	Secretary	2nd	
Dr. Barbara M. Medina	Member	1st	
Ms. Vilma Alejandra Alvarez	Member	X	
Mrs. Elma Garcia	Member		X
Mrs. Nohemi Chevere	Member	X	

Approved by Gov. Council

5:10 - Approval or Disapproval of Meeting Notes for September 1, 2026 Ms. Silvia Fraire-Niño

Name	Title	Present	Absent
Ms. Silvia Fraire-Niño	President	2nd	
Mr. Timothy Woodard	Vice President	X	
Ms. Monica Aguilar	Treasurer		X
Mrs. Pamela Tanguistengo	Secretary	1st	
Dr. Barbara M. Medina	Member	X	
Ms. Vilma Alejandra Alvarez	Member	X	
Mrs. Elma Garcia	Member	X	
Mrs. Nohemi Chevere	Member		X

Approved by Gov. Council

05:11 - Public Comments (3 minutes maximum for comment) Ms. Silvia Fraire-Niño No Comments

Reports:

5:11 - President's Report (3 minutes) Ms. Silvia Fraire-Niño

- 11th place of Math olympics
- Kermes was moved for the Fall Festival

5:12 - Finance Committee Report (3 minutes) Ms. Monica Aguilar/Kyle Hunt

- Meet on Monday Sept. 20th

5:13 - Audit Committee Report (3 minutes) Dr. Barbara M. Medina

No Reports

5:13 - Facilities Committee Report (3 minutes) Mr. Tim Woodard/ Casey Benavidez

Benavidez - Coming to the end of bathroom construction is almost complete. Toilets were cracked and needed to be sent back.

5:16 - Student Achievement and Strategic Plan Committee (3 minutes) Ms. Elma Garcia
5:16 - Student Council Student's Report (3 minutes) TBA
Sophia Hernandez, Alexis Ortega, Brianna Ledezma informed the Gov. Council
8th grade students are starting their Bilingual Seal,
Fall Festival Oct. 29
Field trip to Chaco Canyon on Sept. 30th
Student Council Meeting
Lunch time for MS is better.
One of the best changes is having 7th and 8th on South Campus, and 6th grade with Elementary

5:22 - Executive Director/Principal's Report (10 minutes)

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

5:32 - Domain 3 and 4
05:41 - MS students are now starting a News Letter and interviewed Dr. Jesus Moncada for their New Letter.

5:42 - 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	X	
Mr. Timothy Woodard	Vice President	X	
Ms. Monica Aguilar	Treasurer		X
Mrs. Pamela Tanguistengo	Secretary	2nd	
Dr. Barbara M. Medina	Member	1st	
Ms. Vilma Alejandra Alvarez	Member	X	
Mrs. Elma Garcia	Member		X
Mrs. Nohemi Chevere	Member	X	

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
____Dr. Barbara Medina_____
I move to approve BARS#: 3 Bars
I second that motion: ____Pamela Tanguistengo_____
Discussion: _____
Vote:
Approved or not approved?

Approved by Gov. Council

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
____Dr. Barbara Medina ____
I move to approve Vouchers, Financials and Bank Reconciliations
I second that motion: ___Pamela Tanguistengo_____
Discussion: _____
Vote:
Approved or not approved?

Approved by Gov. Council

5:55 - B. Approval or Disapproval of change on payroll schedule (Motion, 2nd, Approve, Disapprove)
-Mr. Kyle Hunt

Name	Title	Present	Absent
Ms. Silvia Fraire-Niño	President	X	
Mr. Timothy Woodard	Vice President	2nd	
Ms. Monica Aguilar	Treasurer		X
Mrs. Pamela Tanguistengo	Secretary	X	
Dr. Barbara M. Medina	Member	1st	
Ms. Vilma Alejandra Alvarez	Member	X	
Mrs. Elma Garcia	Member		X
Mrs. Nohemi Chevere	Member	X	

Moved to have the Payroll Schedule to the 15th and 30th of each month with 24 payments for the remainder of Fiscal Year.

Approved by Gov. Council

6:19 - C. Discussion on High School Planning Year Update -Ms. Silvia Fraire-Niño

- Planning committee has been created with students, teachers, admin, community and President Nino

6:22 - D. Discussion on Governing Council training hours for members

-Ms. Silvia Fraire-Niño

- Board Members training hours. January deadline for trainings

6:26 - E. Employee Matters - Closed session –

EXECUTIVE SESSION (1) Limited personnel matters related to the hiring, promotion, demotion, dismissal, assignment, resignation, or investigation or consideration of complaints or charges against an employee; "Pursuant to Section 1-015-1(H) (2) NMSA 1978, the Board will meet in closed session to discuss limited personnel matters related to a letter of complaint from a former employee."

-Ms. Silvia Fraire-Niño

6:47 - F. Employee Matters - Closed session – Moved to October Agenda

EXECUTIVE SESSION (1) Limited personnel matters related to the hiring, promotion, demotion, dismissal, assignment, resignation, or investigation or consideration of complaints or charges against an employee; "Pursuant to Section 1-015-1(H) (2) NMSA 1978, the Board will meet in closed session to discuss limited personnel matters related to PDP for Executive Director."

-Ms. Silvia Fraire-Niño

Move to come out of ED
Dr. Medina 1st
Pam - 2nd

6:49 - G. Recommendations of Agenda Items for October and questions/concerns/suggestions for Dr. Moncada from Governing Council (Discussion) -Ms. Silvia Fraire-Niño

Dr. Medina 1st
Pam 2nd

Agenda is amended.

Field Trip - Double check the weather and what the dirt words look like. Check other areas

Adjournment -Ms. Silvia Fraire-Niño

Meeting Adjournment: Time __6:55___p.m.

Next meeting date: October 20, 2026 at 5:00 PM