



**Board Meeting Minutes**  
**402 W. Court Ave., Las Cruces, NM 88005**  
**Location: Auditorium**  
**Date: March 24, 2025**  
**5:00 pm**

I. Introduction

Presiding: Kimberly Skaggs

Time: 5:00 pm

1. Call to Order
2. Pledge of Allegiance
3. Salute to the Flag of the State of New Mexico

4. Roll Call

Richelle Peugh-Swofford, President	Present <input type="checkbox"/>	Absent <input checked="" type="checkbox"/>	Tardy <input type="checkbox"/>
Kimberly Skaggs, Vice President	Present <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>	Tardy <input type="checkbox"/>
Sherri Hursey, Member	Present <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>	Tardy <input type="checkbox"/>
Martin Swafford, Secretary	Present <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>	Tardy <input type="checkbox"/>
Caesar Alvarez, Member	Present <input type="checkbox"/>	Absent <input checked="" type="checkbox"/>	Tardy <input type="checkbox"/>
Alan Ramirez II, Treasurer	Present <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>	Tardy <input type="checkbox"/>

5. Conflict of Interest Disclosures as may be applicable.  
None

6. Acceptance and Approval of Agenda.

**Motion:** to Accept and Approve the Agenda

1<sup>st</sup> Alan Ramirez II

2<sup>nd</sup> Martin Swafford

**Vote:**

Richelle Peugh-Swofford, President	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Abstention <input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Abstention <input type="checkbox"/>
Sherri Hursey, Member	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Abstention <input type="checkbox"/>
Martin Swafford, Secretary	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Abstention <input type="checkbox"/>
Caesar Alvarez, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Abstention <input type="checkbox"/>
Alan Ramirez II, Treasurer	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Abstention <input type="checkbox"/>

Motion approved 4-0

7. Acceptance of February 24, 2025, Meeting Minutes.  
**Motion:** to approve meeting minutes from February 24, 2025 as presented.

1<sup>st</sup> Martin Swafford

2<sup>nd</sup> Alan Ramirez II

**Vote:**

Richelle Peugh-Swafford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Member	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Caesar Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Alan Ramirez II, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 4-0

8. Governing Council Member Training Update

a. Members Training

1. Members Training

- i. Kimberly Skaggs and Martin Swafford have completed all training.
- ii. Alan Ramirez II is almost complete.
- iii. Sherri Hursey is working with PEC on technical issues to complete her training.

9. Public Comment – Please follow Alma d’Arte Guidelines for Community Members  
 (Two minutes per speaker, 30-minutes for all speakers. No action will be taken.)

1. Jana Holguin

10. Governing Board Comments

a. General Comments

Alan Ramirez gave general comments.

b. March 21, 2025, PEC Meeting

Alan Ramirez, Martin Swafford, and Kimberly Skaggs gave comments on the March 21, 2025, PEC meeting.

11. Executive Session to Discuss Limited Personnel Matters Pursuant to 10-15-1 (H)(2)(H) of the New Mexico Open Meetings Act.

a. Possible/Pending Litigation

b. Personnel

**Motion:** to enter Executive Session

Time: 5:12 pm

1<sup>st</sup> Alan Ramirez II

2<sup>nd</sup> Sherri Hursey

**Vote:**

Richelle Peugh-Swafford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Member	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Caesar Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Alan Ramirez II, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 4-0

**Motion:** to Exit Executive Session

Time: 5:52 pm

1<sup>st</sup> Alan Ramirez II

2<sup>nd</sup> Sherri Hursey

**Vote:**

Richelle Peugh-Swofford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Member	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Caesar Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Alan Ramirez II, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 4-0

12. Monthly Financial Report (Chris Masters)

a. Finance Committee Meeting Update

b. Review and approval of financial reports and accounts payable

**Motion:** to approve financial reports and accounts payable.

1<sup>st</sup> Alan Ramirez II

2<sup>nd</sup> Sherri Hursey

**Vote:**

Richelle Peugh-Swofford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Member	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Caesar Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Alan Ramirez II, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 4-0

c. Review and approval of payroll

**Motion:** to approve payroll

1<sup>st</sup> Alan Ramirez

2<sup>nd</sup> Martin Swafford

**Vote:**

Richelle Peugh-Swofford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Member	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Caesar Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Alan Ramirez II, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 4-0

d. Review and approval of Budget Adjustment Requests (BAR) (as needed)

**Motion:** to approve BAR#511-000-2425-0018-IB

1<sup>st</sup> Alan Ramirez II

2<sup>nd</sup> Martin Swafford

**Vote:**

Richelle Peugh-Swafford, President	Yes	___	No	___	Abstention	___
Kimberly Skaggs, Vice President	Yes	X	No	___	Abstention	___
Sherri Hursey, Member	Yes	X	No	___	Abstention	___
Martin Swafford, Secretary	Yes	X	No	___	Abstention	___
Caesar Alvarez, Member	Yes	___	No	___	Abstention	___
Alan Ramirez II, Treasurer	Yes	X	No	___	Abstention	___

Motion approved 4-0

**Motion:** to approve BAR#511-000-2425-0016-I

1<sup>st</sup> Alan Ramirez II

2<sup>nd</sup> Sherri Hursey

**Vote:**

Richelle Peugh-Swafford, President	Yes	___	No	___	Abstention	___
Kimberly Skaggs, Vice President	Yes	X	No	___	Abstention	___
Sherri Hursey, Member	Yes	X	No	___	Abstention	___
Martin Swafford, Secretary	Yes	X	No	___	Abstention	___
Caesar Alvarez, Member	Yes	___	No	___	Abstention	___
Alan Ramirez II, Treasurer	Yes	X	No	___	Abstention	___

Motion approved 4-0

e. Acceptance and approval of Line of Credit with Century Bank

**Motion:** to table the acceptance and approval of Line of Credit with Century Bank

1<sup>st</sup> Alan Ramirez II

2<sup>nd</sup> Sherri Hursey

**Vote:**

Richelle Peugh-Swafford, President	Yes	___	No	___	Abstention	___
Kimberly Skaggs, Vice President	Yes	X	No	___	Abstention	___
Sherri Hursey, Member	Yes	X	No	___	Abstention	___
Martin Swafford, Secretary	Yes	X	No	___	Abstention	___
Caesar Alvarez, Member	Yes	___	No	___	Abstention	___
Alan Ramirez II, Treasurer	Yes	X	No	___	Abstention	___

Motion approved 4-0

13. Monthly Administrative Report

a. Monthly Principal's Update Report – Presented by Dr. Adam Amador

i. EOY – MOY – MOY DATA

1. Growth
2. Support

ii. Taste of Alma

1. Comments
2. March PEC Meeting
3. Adjustments to CAP
4. Financial CAP
5. Graduation
6. Student Success Wellness Bureau – National School Lunch Program

- 7. Future Focus Education Conference Attended
- 8. Questions – Comments – Suggestions
- iii. Academic Requirements and Graduation Discussion
  - 1. Course Descriptions – For GC Review

**Motion:** to table the acceptance and approval of Course Descriptions

1<sup>st</sup> Alan Ramirez II

2<sup>nd</sup> Marty Swafford

**Vote:**

Richelle Peugh-Swafford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Member	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Caesar Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Alan Ramirez II, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 4-0

- 2. Academic and Art From Handbook – For CG Review
  - i. Feedback from Students, staff and GC

**Motion:** to table the acceptance and approval of Academic and Art Guidelines for Student Handbook.

1<sup>st</sup> Alan Ramirez II

2<sup>nd</sup> Marty Swafford

**Vote:**

Richelle Peugh-Swafford, President	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Kimberly Skaggs, Vice President	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Sherri Hursey, Member	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Martin Swafford, Secretary	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Caesar Alvarez, Member	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>
Alan Ramirez II, Treasurer	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Abstention	<input type="checkbox"/>

Motion approved 4-0

iv. Activities

- 1. February 19<sup>th</sup> – NMSU Financial Aid – FAFSA – Seniors
- 2. March 5<sup>th</sup> – Taste of Alma
- 3. March 22-23<sup>rd</sup> – Las Cruces Art Fair
- 4. March 24<sup>th</sup> – Governing Council Meeting
- 5. April 9-11<sup>th</sup> – Spring Budget Conference
- 6. April 12<sup>th</sup> – Prom
- 7. April 14-16<sup>th</sup>
- 8. April 16<sup>th</sup> – Next Step Plan
- 9. April 17<sup>th</sup> / 21<sup>st</sup> – Remote Learning
- 10. May 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> – Alma Spanish Market
- 11. May 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> – Fiestas de Las Cruces – Mariachi
- 12. May 7<sup>th</sup> – Final Taste of Alma – Senior Showcase
- 13. May 9<sup>th</sup> – Latinos in Action – Albuquerque – Progress not Perfection
- 14. May 9<sup>th</sup> – Ribbon Cutting and Gala
  - a. Irene Oliver-Lewis Center for the Arts Dedication
  - b. VIP preview of Alma Student Gallery
- 15. May 24<sup>th</sup> (Tentative) – Court Junior High Alumni
  - a. Grand Opening Alma Student Gallery
- 16. May 19-22<sup>nd</sup> – Senior Festivities
- 17. May 23<sup>rd</sup> – Graduation 1:00pm

14. New Business

- a. CTE Pathway Creation, Dual Credit Pathway Creation, Innovation Zone Streamline Contract –
  - i. Andrea Arellanes

**Motion:** to approve Andrea Arellanes' Contract for CTE Pathway Creation, Dual Credit Pathway Creation, and Innovation Zone Streamline for \$10k.

1<sup>st</sup> Alan Ramirez II

2<sup>nd</sup> Sherri Hursey

**Vote:**

Richelle Peugh-Swafford, President	Yes	___	No	___	Abstention	___
Kimberly Skaggs, Vice President	Yes	X	No	___	Abstention	___
Sherri Hursey, Member	Yes	X	No	___	Abstention	___
Martin Swafford, Secretary	Yes	X	No	___	Abstention	___
Caesar Alvarez, Member	Yes	___	No	___	Abstention	___
Alan Ramirez II, Treasurer	Yes	X	No	___	Abstention	___

Motion approved 4-0

b. Speech Therapy Services – Sandi Maynes

**Motion:** to approve the extended contract for Sandi Maynes for Speech Therapy for \$6k

1<sup>st</sup> Alan Ramirez II

2<sup>nd</sup> Sherri Hursey

**Vote:**

Richelle Peugh-Swafford, President	Yes	___	No	___	Abstention	___
Kimberly Skaggs, Vice President	Yes	X	No	___	Abstention	___
Sherri Hursey, Member	Yes	X	No	___	Abstention	___
Martin Swafford, Secretary	Yes	X	No	___	Abstention	___
Caesar Alvarez, Member	Yes	___	No	___	Abstention	___
Alan Ramirez II, Treasurer	Yes	X	No	___	Abstention	___

Motion approved 4-0

c. Audit / Finance Committee Assignments

Alan Ramirez II

Martin Swafford

Kimberly Swafford

Chris Masters

Tiffany Bristol

Olivia Perea

Dr. Adam Amador

15. Future Business/ Next Meeting Agenda Items for Discussion or Revision

- 2025-2026 School Calendar
- Resignation of Caesar Alvarez
- Acceptance and approval of Line of Credit with Century Bank
- Course Descriptions – For GC Review
- Academic and Art From Handbook – For CG Review

16. Next Board Meeting: April 21, 2025, at 5pm

17. Adjourn

Time: 6:52 PM

**Motion:** to adjourn from the meeting

1<sup>st</sup> Alan Ramirez

2<sup>nd</sup> Sherri Hursey

**Vote:**

Richelle Peugh-Swofford, President

Yes  No  Abstention

Kimberly Skaggs, Vice President

Yes  No  Abstention

Sherri Hursey, Member

Yes  No  Abstention

Martin Swafford, Secretary

Yes  No  Abstention

Caesar Alvarez, Member

Yes  No  Abstention

Alan Ramirez II, Treasurer

Yes  No  Abstention

Motion approved 4-0

\_\_\_\_\_  
Richelle Peugh-Swofford or Designee

\_\_\_\_\_  
Date

DRAFT