



**LOS PUENTES CHARTER SCHOOL  
GOVERNING BOARD  
MINUTES  
Wednesday, September 9, 2015  
4:30pm  
4012 4<sup>th</sup> Street NW  
Albuquerque, NM 87107**

**Present:**       **Roll Call -**  
Doug Mitchell, Vice President  
Joan Staveley, Treasurer  
Bella McKenzie, Secretary  
Molly Chavez, Governing Board Member  
Theresa DiMatteo-Brown, Governing Board Member  
Taryn Oyenque-Hanson, Governing Board Member

**Absent:**       Nancy Jo Archer, President/Founder  
Gary Atwood, Governing Board Member  
Gloria Vigil, Governing Board Member

**Staff:**         Mickey Smith, Principal  
Patricia Garrett, Business Manager

**Guest(s):**     None.

**Note taker:**   Angela Salas, Registrar

**I. Call to Order** – Quorum achieved and Doug Mitchell called the meeting to order at 4:34p.m.

**II. Approval of September 9, 2015 Agenda**

Doug Mitchell called for an approval of the agenda. Joan Staveley moved to approve the agenda. Molly Chavez seconded the motion. All aye. Doug Mitchell indicated the motion passed unanimously.

**III. Approval of Minutes from August 12, 2015**

The August 12, 2015 minutes were presented for review. Bella McKenzie made a motion to approve the Minutes from August 12, 2015. Molly Chavez seconded the motion. All aye. Doug Mitchell indicated the motion passed unanimously.

**IV. Public Comment**

No public comment was identified.

**V. Action Items**

**A. Financial Report** – Patricia Garrett, Business Manager

Financial Statement reports as of August 31, 2015 which included: Budget Analysis, Budget to Actual-Revenue and Expenditure, Statement of Revenues, Expenditures and Changes in Fund Balance and Balance Sheet Report were presented to the Governing Board.

Doug Mitchell expressed this years enrollment concerns due to next years budget is based on the average of the 80<sup>th</sup> and 120<sup>th</sup> day. Enrollment for 80<sup>th</sup> and 120<sup>th</sup> will need to be at 200 students in order for no budgets cuts.

Bank Register Activity Report which included: August 2015 payroll and accounts payable vouchers were presented to the Governing Board for review and approval.

Molly Chavez moved to approve the Financials and August 2015 Payroll and accounts payable vouchers. Joan Staveley seconded the motion. All aye. Doug Mitchell indicated the motion passed unanimously.

**B. BAR's – None.**

**VI. Discussion Items**

Recruitment to bring up student numbers for 80<sup>th</sup> and 120<sup>th</sup> day. Angela Salas will send contact information of last years withdrawn students to Theresa DiMatteo-Brown and Bella McKenzie and Theresa DiMatteo-Brown and Bella McKenzie will report in October on the success rate of phone calls. The hope is to reach those withdrawn students and get them back in school!

Doug Mitchell would like for Mickey Smith to update the board next month on the status of the PSFA. Does the board need to create a PSFA for the 4012 4<sup>th</sup> Street location OR the one submitted to APS will be in compliance.

Taryn Oyenque-Hanson will not be able to attend Governing Board meetings due to a job opportunity. She will be out of the state for approximately three months for training.

**VII. Reports**

**A. Principal's Report – Mickey Smith, Principal**

The Principal Report (attached) included the following in full detail as of September 9, 2015: Demographics, APS Update, Facilities and Maintenance, PED Information, Personnel, Positive Behavior Support, Professional Development, Special Education, Technology, Teacher Report, Governing Board email, and Important Upcoming dates.

**B. Presentation of New Mexico Assessment Inventory as per PED**

Present to Governing Board. Attached.

**C. Presentation of Title IX Assurance (2014-2015)**

Mickey Smith reported that the Title IX (2014-2015) was submitted late. It was due on August 31, 2015 and it was sent on September 7, 2015.

**D. Evaluation Committee Report**

No report due to Nancy Jo Archer being absent.

**E. Compliance Committee Report**

The Committee met on September 1, 2015 to review Policies and Employee Handbook.

**VIII. Adjournment** – Bella McKenzie made a motion to adjourn the meeting. Taryn Oyenque-Hanson seconded the motion. All aye. Doug Mitchell indicated the motion passed unanimously. The meeting adjourned at 5:13 p.m.

**Next Board Meeting:** Wednesday, October 14, 2015 at 4:30 p.m. in the LPCS Library.

Respectfully submitted by Angela Salas, GB Note taker.

Approved on October 14, 2015  
Bella McKenzie  
Secretary