



LOS PUENTES CHARTER SCHOOL
GOVERNING BOARD
MINUTES

Wednesday, January 13, 2016

4:30pm

4012 4th Street NW

Albuquerque, NM 87107

Present: **Roll Call -**
Nancy Jo Archer, President/Founder
Doug Mitchell, Vice President
Bella McKenzie, Secretary
Gary Atwood, Governing Board Member
Molly Chavez, Governing Board Member
Theresa DiMatteo-Brown, Governing Board Member
Gloria Vigil, Governing Board Member

Absent:
Joan Staveley, Treasurer
Taryn Oyenque-Hanson, 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 Nancy Jo Archer called the meeting to order at 4:30p.m.

II. Approval of January 13, 2016 Agenda

Nancy Jo Archer called for an approval of the agenda with the following amended changes: ADD C. Governing Board Training under VI. Discussion Items. Gary Atwood moved to approve the agenda with changes. Bella McKenzie seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.

III. Approval of Minutes from December 9, 2015

The December 9, 2015 minutes were presented for review. Gary Atwood made a motion to approve the Minutes from December 9, 2015. Bella McKenzie seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.

IV. Public Comment

No public comment was identified.

VI. Discussion Items

A. Success rate on contacting withdrawn students -

Bella McKenie reported that contacting withdrawn students is on currently on HOLD until meeting with Teresa DiMatteo-Brown.

B. Poms & Associates Loss Control & Safety Audit -

Angela Salas, Registrar, reported that the Poms & Associates Loss Control & Safety audit is about 90% complete. She is currently in contact with the potential roofer and insurance company. Angela Salas will update the Governing Board next meeting. A follow-up meeting

with Poms and Associates is scheduled for February 22, 2016 at 8:30am to see if there was progress in making the school safe.

C. Governing Board Training -

Nancy Jo will contact Susan Fox regarding scheduling the 2015-2016 annual Governing Board training. She will report back at the February Governing Board Meeting on potential dates and topics.

VII. Reports

A. Principal's Report – Mickey Smith, Principal

The Principal Report (attached) included the following in full detail as of January 12, 2016: Mission, Goals, Demographics, Semester 1 Review, APS Update, Facilities and Maintenance, PED Information, Personnel, Positive Behavior Support, Professional Development, School Information, Special Education, Technology, Teacher Reports, Governing Board Tasks, and Dates to Remember.

Mid – Year Administrator Survey

Angela Salas will distribute to staff on Friday, January 22, 2016 and will collect on Monday, January 25, 2016. Nancy Jo will be notified for pick up.

B. Compliance Committee Report -

None. Next meeting has not been rescheduled at this time.

V. Action Items

A. Financial Report – Patricia Garrett, Business Manager

Patricia Garrett presented the following:

- Financial Statement reports as of December 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.
- Bank Register Activity Report, which included: December 2015 payroll and accounts payable vouchers were presented to the Governing Board for review and approval.

Doug Mitchell moved to approve the Financial Statement as of December 31, 2015. Gary Atwood seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.

Doug Mitchell moved to approve the Bank Register Activity Report, Payroll and accounts payable vouchers for December 2015. Gary Atwood seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.

B. BAR's –

Doug Mitchell moved to approve the following bars:

- BAR# 001-017-1516-0021-M – Fund 11000
- BAR# 001-017-1516-0022-M – Fund 11000
- BAR# 001-017-1516-0023-T – Fund 11000
- BAR# 001-017-1516-0024-T – Fund 21000
- BAR# 001-017-1516-0025-IB – Fund 27103
- BAR# 001-017-1516-0026-T – Fund 24101
- BAR# 001-017-1516-0027-T – Fund 11000

Gary Atwood seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.

VIII. Adjournment – Doug Mitchell made a motion to adjourn the meeting. Gloria Vigil seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously. The meeting adjourned at 5:49p.m.

Next Board Meeting: Wednesday, February 10, 2016 at 4:30 p.m. in the LPCS Library.

Respectfully submitted by Angela Salas, GB Note taker.

Approved on February 10, 2016
Bella McKenzie
Secretary