



LOS PUENTES CHARTER SCHOOL
GOVERNING BOARD
MINUTES
Wednesday, February 13, 2019
4:30 pm
4012 4th Street NW
Albuquerque, NM 87107

Present: **Roll Call-**
Nancy Jo Archer, President/Founder
Alex Gurule, Treasurer
Bella McKenzie, Secretary
Molly Chavez, Governing Board Member
Doug Mitchell, Vice President
Judy Martin, Governing Board Member

Absent: Gloria Vigil, Governing Board Member

Staff: Mickey Smith, Principal
Ron Romero, Assistant Principal
Sally Carlon, Wellness
Victoria Baca, Wellness
Cassie Hernandez, Wellness

Guest(s): None

Note Taker: Leslie Chavez, Secretary

- I. **Call to Order** – Quorum achieved and Nancy Jo Archer called the meeting to order at 4:30 pm.
- II. **Approval of Agenda** – Nancy Jo Archer called for approval of the agenda. Bella McKenzie moved to approve the agenda. Doug Mitchell seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.
- III. **Approval of Minutes** – Molly Chavez moved to approve the minutes. Bella McKenzie seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.
- IV. **Staff Recognition** - The Wellness Team attended the meeting. Cassie Hernandez introduced herself; she has been with the school 3 ½ years and enjoys working here. Victoria Baca introduced herself; she has been with the school 2 years. Sally Carlon introduced herself; she has many years of experience working with youth. The wellness team went over their various duties here at the school that they provide for the students from therapy,

mediation, RJ meetings, work with attendance to keep kids here, meet with kids who go to refocus, food pantry, Friday orientations, advocate for the students, work with students to make them successful and think about future plans.

V. Action Items

- A. Financial Reports** – Rebekah Klein went over the January Financial Report. Alex Gurule moved to approve the January financial report. Doug Mitchell seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously. Alex Gurule moved to approve the January check register. Doug Mitchell seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.
- B. BAR** – Rebekah Klein went over the BAR’s
31700 – Capital Improvements SB-9 – increase \$4,757
24106 – Entitlement IDEA-B-Increase - \$8,244
24101 – Title 1 – Maintenance
24101 – Title 1 – Transfer
11000 – Operational – Increase - \$62,563
11000 – Operational – Transfer
11000 - Operational – Maintenance
Bella McKenzie moved to approve the BAR’s. Molly Chavez seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.
- C. Policy #230 Employee Rights to Organize Collectively** – Doug Mitchell moved to approve Policy #230 Employee Rights to Organize Collectively. Judy Martin seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.

VI. Reports

- A. Principal Report** – Mickey went over her Principal Report for February, which included reports on enrollment and demographics, APS & PED, College Readiness, Facilities and Maintenance, Intervention Specialist, PBS/Restorative Justice/Discipline, Personnel, Professional development, School Information, Special Education, Technology, Teacher Reports, Wellness, Governing Bd. Tasks. In addition to the Principal Report, Mickey provided a flyer outlining the facility re-financing information; a handout showing HB5 Fiscal Impact and a copy of the 2018-19 Site Visit.
- B. Outreach Report** – Chelsea Cannon introduced herself and went over her work experience. Chelsea provided the Board with a report of her current activities and activities in progress to increase school enrollment. She has updated the website, which is almost done. She has also created flyers and brochures, which she will send to the Board for input. Chelsea was given the okay to put together a press release.

VII. Discussion Items

- A. Accounting Services** – Mickey Smith will evaluate the SchoolAbility contract at the end of June.
- B. Lobbyist Report** – Nancy Jo Archer went over Charter School issues that are being discussed at the Legislature.
- C. APS 18-19 Annual compliance site visit w/o special Ed report** - -Mickey went over the 2018-19 site visit report and the findings. The school was marked “no” in the following areas: The school demonstrates compliance with Section 504 of the Rehabilitation Act of 1973; The school demonstrates compliance with the Americans with Disabilities Act; The School demonstrates compliance with laws, rules, and regulations relating to background checks of all individuals associated with the school including staff, and community members; Employee files demonstrate proper licensure, highly qualified status, evaluation form, and background check; The school has an approved 5-year facility master plan; The

school has an approved 5-year facilities maintenance plan and not able to locate any financial reports on the website as of 1/31/19.

- D. Strategic Plans** – Mickey met with an ex-director to discuss our strategic plans. There is a lot to look at when creating a 5 year master plan and 5 year facilities plan i.e., think about the profile of the graduate, facility/culture of the school, academics, governing board plan. She stated that waiting until June 8th board retreat to start this plan is too late to have it ready by October for the renewal. Mickey will start working with her mentor to start with little things and start working on the strategic plan and will present at the board meeting and send out information to the Board to get feedback and input. Mickey advised the Board that she is planning on retiring at the end of next school year. She mentioned to the Board that they might want to look at restructuring Administration since being the Principal and working with all the required paperwork is very time consuming and is a lot for one person.

- VIII. Adjournment** – Doug Mitchell moved to adjourn the meeting. Bella McKenzie seconded the motion. All aye. Nancy Jo indicated the motion passed unanimously. The meeting adjourned at 6:15 pm

Next Board Meeting:

Wednesday, March 6, 2019 (moved up one week due to Spring Break) 4:30 in LPCS Library

Respectfully submitted by Leslie Chavez, GB Note taker.

Approved on: _____

Secretary