



LOS PUENTES CHARTER SCHOOL  
GOVERNING BOARD  
MINUTES  
Tuesday, September 18, 2018  
4:00 pm  
4012 4<sup>th</sup> Street NW  
Albuquerque, NM 87107

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

**Absent:**        Gloria Vigil, Governing Board Member

**Staff:**         Mickey Smith, Principal  
Ron Romero, Assistant Principal  
Rebekah Klein, Business Manager

**Guest(s):**     None

**Note Taker:**    Leslie Chavez, Secretary

- I.     **Call to Order** – Quorum achieved and Nancy Jo Archer called the meeting to order at 5:20 pm.
- II.    **Approval of Agenda** - Nancy Jo Archer called for approval of the agenda. Doug Mitchell moved to approve the agenda. Bella McKenzie seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.
- III.   **Approval of Minutes** – Bella McKenzie moved to approve the minutes. Judy Martin seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.
- IV.   **Public Comment/Guest** – none

## V. Action Items

### A. Financial Reports – Rebekah Klein, Business Manager

\*Rebekah Klein provided the members with copies of check registers for June, July and August.

The check register for June was reviewed. Doug Mitchell moved to approve the register. Alex Gurule seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.

\*The check register for July was reviewed. Bella McKenzie moved to approve the register. Judy Martin seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.

\*The check register for August was reviewed. Alex Gurule moved to approve the register. Bella McKenzie seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously. Nancy Jo inquired about approving the August Financial report. Doug Mitchell moved to approve the August Financial Report. Bella McKenzie seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously. For future, Rebekah Klein will include the report with the Governing Board report.

Alex Gurule asked about comparative data. Rebekah Klein will look at providing a comparative report.

### B. BARS –

\*BAR 24190-CSI Grant – Initial Budget - \$160,236 (3 yr.). This will be used for .5 reading teacher and reading licenses for Read 180 and System 44. Judy Martin moved to approve the BAR. Bella McKenzie seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.

C. **ALICE Contract** - Mickey Smith provided the Board with a copy of the Agreement with Alice training. The ALICE training program is designed to supplement current “lock-down” or “secure-in-place” procedures used frequently in public schools and institutions. This would be for the safety training used for staff. The cost is \$3,613.30 for a 3 year term. Mickey Smith sent the Agreement to the lawyer to review. Doug Mitchell moved to approve the Agreement. Judy Martin seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.

D. **Parking Lot Expenditure over \$10,000** – Mickey Smith will get 3 bids for finish re-paving of the parking lot. This item is on hold until a decision is made on the portable building.

## VI. Discussion Items

A. **Architect Contract** - Bella McKenzie will contact an architect she knows. An architect can help with a long-term plan. However, an architect may not be needed based on the discussion Doug Mitchell and Ron Romero had with APS when they looked at the portable buildings. The buildings are in good condition. They are 64x28 and need 30 feet to get on campus. On Thursday, September 20<sup>th</sup>, between 1:00-1:30, APS will be here to look at the site to determine if we will be able to get a portable on-site and the best location to place it. Once all information is gathered and costs determined, a meeting will be called to discuss and whether to vote and proceed.

## VII. Reports –Principal’s Report- Mickey Smith, Principal

The Principal’s Report (attached) included the following in full detail as of August 2018: Mission, Enrollment, Demographics, APS & PED, College Readiness, Facilities & Maintenance, Intervention Specialist, PBS/Restorative, Justice/Discipline, Personnel, Professional Development, School Information, Special Education, Technology, Teacher Reports, Wellness,



Governing Board. Mickey Smith explained that the leak that has been occurring in the teacher's lounge is not an issue with the roof, but an old water heater that is located in the ceiling. She has gotten bids to remove the old water heater and place either small water heaters under the sinks or one in the janitor closet. The quote to place a 20 gallon water heater in the janitor closet and remove the old water heater is apx \$3,000. Fixing the North fence is on hold until a decision is made on the portable. Doug Mitchell requested that Mickey get a price for putting a cinderblock wall. The Wellness Team will be starting a Life Skills Course.

Mickey Smith provided the Board with the 2017-2018 School Profile report to be added to their binders, the NMPED School Grading Report Card 2018, information regarding the PSCOC Meeting regarding lease assistance, 2018 Annual Site visit, and a handout from NM Public Education Department on how to access School Grades which shows comparisons between Los Puentes and schools in our area. It was discussed if an email should be sent to the NM Public Education Department to see if an notation can be added to the report that explains the type of school we are.

- VIII. Adjournment** – Doug Mitchell made a motion to adjourn the meeting. Bella McKenzie seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously. The meeting adjourned at 5:40 pm

**Next Board Meeting:**

Wednesday, October 17, 2018 at 4:30 pm in the LPCS Library. (Due to Fall Break)

Respectfully submitted by Leslie Chavez, GB Note taker.

Approved on: 9-18-18  
Bella McKenzie  
Secretary