



LOS PUENTES CHARTER SCHOOL
GOVERNING BOARD
MINUTES
September 11, 2019
4:30 pm
4012 4th Street NW
Albuquerque, NM 87107

Present: **Roll Call-**
Nancy Jo Archer, President/Founder
Doug Mitchell, Vice President
Alex Gurule, Treasurer
Molly Chavez, Governing Board Member
Gloria Vigil, Governing Board Member
Cynthia Leyba, Governing Board Member

Absent: Bella McKenzie, Secretary
Judy Martin, Governing Board Member

Staff: Mickey Smith, Principal
Anna Cress, Business Manager

Guest(s): Sue Griffith
Richard Romero

Note Taker: Leslie Chavez, Secretary

- I. **Call to Order** – Quorum achieved; Nancy Jo Archer called the meeting to order.
- II. **Approval of Agenda** – Nancy Jo Archer called for approval of the Agenda. Doug Mitchell moved to approve the Agenda as amended. “Sports Drug Testing Policy” to be moved under Discussion Items and Sue Griffith Richard Romero to be moved up the Agenda. Gloria Vigil seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.
- III. **Approval of Minutes** - Doug Mitchell moved to approve the minutes. Molly Chavez seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.
- IV. **Staff Recognition** – Mary Ann Buckon was unable to attend meeting.
- V. **Action Items**

A. Financial Reports (September 2019) – Anna Cress provided the Board with September 2019 Financial report for review. Doug Mitchell moved to approve the report. Alex Gurule seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously. Anna Cress provided the Board with September check register for review. Doug Mitchell moved to approve the register. Alex Gurule seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.

B. BARS –The following BARS was presented for review.

001-017-1920-0002-D, Operational Decrease \$26,530

001-017-1920-0003-D, Instructional Materials, Decrease \$650

001-017-1920-0004-I, Medicaid, Increase \$4,070.

001-017-1920-0005-I, Golden Apple Foundation, Increase \$237

001-017-1920-0006-D, HB-33, Decrease \$25,319

001-017-1920-0007-I, SB-9, Increase \$14,017

Alex Gurule moved to approve the BARS. Molly Chavez seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.

C. Fiscal Accounting and Reporting Policy – Anna Cress provided the Board with the updated Fiscal Accounting and Reporting Policy #500. Doug Mitchell moved to approve the policy. Gloria Vigil seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.

D. Renewal of Board Terms – Molly Chavez and Gloria Vigil were asked if they would like to continue to serve on the Board, with the term extended another three years to expire September 2021. They both agreed. Doug Mitchell moved to approve extend their term. Cynthia Leyba seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.

VI. Reports

A. Mickey Smith provided the Board with the September 2019 Principal Report.

VII. Discussion Item

A. Capital Outlay Request – Sue Griffith and Richard Romero provided the Board with how to proceed with capital outlay requests. Mickey Smith will ask for input from staff on what they would like to see the money used for at the school and put together a list to be reviewed by Doug Mitchell, Alex Gurule and Judy Martin before the October Board Meeting. The suggestions will be brought back to the Board to add and onto a final list.. The Lobbyist will put together the paperwork and a list of representatives who they think will support the requests. There was also discussion about re-authorizing the money that was designated for the portable. Mickey Smith will remind Michael Chavez about the reimbursement for the portable.

B. Oath of Office – New Member – The following Board members read and signed the Oath of Office. Nancy Jo Archer, President/Founder, Doug Mitchell, Vice President, Alex Gurule, Treasurer, Molly Chavez, Governing Board Member, Gloria Vigil, Governing Board Member, Cynthia Leyba, Governing Board Member.

- C. **Governing Board Training and Development** - Kelly Callahan will be providing the Board with training and development throughout the year. If the board member is not present during the training, they will have to complete on-line.
- D. **Sports Drug Testing Policy** – Not discussed.

VIII. **Adjournment** - Doug Mitchell moved to adjourn the meeting. Gloria Vigil seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.

Next Board Meeting:

October 16, 2019, 4:30 pm in LPCS Library

Respectfully submitted by Leslie Chavez, GB Note taker.

Approved on: September 11, 2019
Pelle M. B. [Signature]

Secretary