



LOS PUENTES CHARTER SCHOOL
GOVERNING BOARD
MINUTES
March 11, 2020
4:30 pm
4012 4th Street NW
Albuquerque, NM 87107

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

Absent: Cynthia Leyba, Governing Board Member

Guest: Linda Paul, Ed.D.

Staff: Mickey Smith, Principal
Anna Cress, Business Staff

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. Molly Chavez 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. **Action Items**
 - A. **BARS** – The following BARS were presented for review.
001-017-1920-0026-I Operational - \$274,192
001-017-1920-0027-T Title I-ESEA – Transfer
001-017-1920-0028-IB SB-9 State Match Cash - \$3,792
001-017-1920-0029-I Activity Funds - \$11,054

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

- B. Financial Report** – Anna Cress went over the March Financial Report. Alex Gurule moved to approve the Financial Report. Molly Chavez seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously. The check register was reviewed. Alex Gurule moved to approve the check register. Bella McKenzie seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.
- C. Approve Timelines for the Hiring Process** - Linda Paul Ed.D provided an update to the Board on the status of the applications/interest being shown regarding the principal posting. She has received 19 requests for the application process and 1 completed application. The survey has been posted on the website. The posting will close on Friday, March 13th at 5:00 pm. Dr. Paul wanted to set dates to review the applications, provide training and conduct interviews. On April 6th, at 4:30 pm, the applications will be reviewed, interview questions drafted and training on the interview process. On April 11th, starting at 9:00 am, the interviews will be conducted. Lunch will be provided to staff.
- D. Disposal of 60 Elementary Chairs/30 Tables** - Mickey Smith advised that she has to go through the Board to get rid of the furniture. Mickey Smith has contacted various Charter Schools to try and donate the furniture with no luck. After the chairs were donated to the Westside Shelter, it was determined that the chair can only be donated to schools. Bella McKenzie moved to give permission to dispose of the furniture by contacting APS Surplus. Doug Mitchell seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously.
- E. Approval to Acquire a Policy Writer** – It was discussed that after Nancy Jo Archer, Cynthia Leyba and Judy Martin met to go over policies and update, that it requires a lot of work that the Board members do not have time to do. It was suggested to hire Susan Albright to write the policies and also the strategic plan. Doug Mitchell moved to negotiate a contract to hire someone to write policies and a strategic plan. Judy Martin seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously. A Work Session Strategic Planning Meeting is scheduled for March 30th at 9:00 a.m. The full board will attend.

V. Discussion Items

- A. Linda Paul Update** – Dr. Paul provided information under Action Item, timelines for the hiring process.
- B. Preliminary Discussion for Budget SY20-21** – Anna Cress provided an overview of next SY salaries. Anna Cress provided the Board with a handout of the preliminary budget.

- VI. Closed Session** - Nancy Jo Archer moved that Los Puentes Governing Board move into a closed session pursuant to NMSA 1978 Section 10-15-1(H)(2) to discuss limited personnel issues. Doug Mitchell seconded the motion. Roll call was taken. All aye. Nancy Jo Archer brought the board back into open session pursuant to NMSA 1978 Section 10-15-1(H) (2) and provided a statement that affirmed the matters discussed in the closed session were limited to the information stated in the motion to close the meeting.

VII. Reports

- A. Principal Report** – Mickey Smith went over March's principal report. Special Ed, Dean's Report, Eileen's Report, Security Report, Intervention Specialist Report and Wellness Reports.

VIII. **Adjournment** – Alex Gurule moved to adjourn the meeting. Bella McKenzie seconded the motion. All aye.
Nancy Jo Archer indicated the motion passed unanimously.

Next Board Meeting:

April 15, 2020, 4:30 pm in LPCS Library (Due to Spring Break)

Respectfully submitted by Leslie Chavez, GB Note taker.

Approved on: 4-15-20

Bella McKenzie
Secretary