



LOS PUENTES CHARTER SCHOOL  
GOVERNING BOARD  
MINUTES  
May 13, 2020  
4:30 pm  
Meeting held via Zoom  
Albuquerque, NM 87107

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

**Absent:** Alex Gurule, Treasurer

**Consultant:** Kelly Callahan

**Staff:** Mickey Smith, Principal  
Erik, K12 Accounting  
Anna Cress, K12 Accounting

**Note Taker:** Leslie Chavez, Secretary

- I. **Call to Order** – Meeting held via Zoom. Governing Board Members Present, Nancy Jo Archer, Chair; Doug Mitchell, Vice-Chair; Bella McKenzie, Secretary; Gloria Vigil; Molly Chavez; Judy Martin-Tafoya; Cynthia Leyba. 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. Molly Chavez seconded the motion. Nancy Jo Archer took vote; Doug Mitchell, aye; Bella McKenzie, aye; Judy Martin, aye; Gloria Vigil, aye; Molly Chavez, aye; Cynthia Leyba, aye. Nancy Jo Archer indicated the motion passed unanimously.
- III. **Approval of Minutes** - The minutes from April 15, 2020: Bella McKenzie moved to approve the minutes. Gloria Vigil seconded the motion. Nancy Jo Archer took vote; Doug Mitchell, aye; Bella McKenzie, aye; Judy Martin, aye; Gloria Vigil, aye; Molly Chavez, aye; Cynthia Leyba, aye. Nancy Jo Archer indicated the motion passed unanimously. The minutes from April 22, 2020: Molly Chavez moved to approve the minutes. Gloria Vigil seconded the motion. Nancy Jo Archer took vote; Doug Mitchell, aye; Bella McKenzie, aye; Judy Martin, aye; Gloria Vigil, aye; Molly Chavez, aye; Cynthia Leyba, aye. Nancy Jo Archer indicated the motion passed

unanimously. The minutes from April 25, 2020: Doug Mitchell moved to approve the minutes. Judy Martin seconded the motion. Nancy Jo Archer took vote; Doug Michell, aye; Bella McKenzie, aye; Judy Martin, aye; Gloria Vigil, aye; Molly Chavez, aye; Cynthia Leyba, aye. Nancy Jo Archer indicated the motion passed unanimously.

#### IV. Action Items

**A. BARS** – The following BARS were presented for review.

001-017-1920-0035-M – Title I, maintenance

001-017-1920-0036-M – Title I, maintenance

001-017-1920-0037-T – Title I, Transfer

001-017-1920-0038-T – Title I, Transfer

Anna Cress, explained that the BARs are for maintenance; no funds received.

Bella McKenzie moved to approve the BARs. Molly Chavez seconded the motion. Nancy Jo Archer took vote; Doug Michell, aye; Bella McKenzie, aye; Judy Martin, aye; Gloria Vigil, aye; Molly Chavez, aye; Cynthia Leyba, aye. Nancy Jo Archer indicated the motion passed unanimously.

**B. Financial Report** – Anna Cress went over the May Financial Report. Doug Mitchell moved to approve the financial report. Molly Chavez seconded the motion. Nancy Jo Archer took vote; Doug Michell, aye; Bella McKenzie, aye; Judy Martin, aye; Gloria Vigil, aye; Molly Chavez, aye; Cynthia Leyba, aye. Nancy Jo Archer indicated the motion passed unanimously. The check register was reviewed. Gloria Vigil moved to approve the check register. Judy Martin seconded the motion. Nancy Jo Archer took vote; Doug Michell, aye; Bella McKenzie, aye; Judy Martin, aye; Gloria Vigil, aye; Molly Chavez, aye; Cynthia Leyba, aye. Nancy Jo Archer indicated the motion passed unanimously. Nancy Jo Archer advised that the Finance Committee approved the purchase of a fence to go around the portable.

#### V. Discussion Items

**A. Strategic Plan** – Eileen Maddock talked about the SMART goals identified in the Strategic Plan. Valarie Maestas went over the timeline she created in order to stay on task to meet the goals identified in the Strategic Plan. Valarie was thanked for putting together the timeline. The Governing Board needs to include the Strategic Plan as a regular agenda item and determine what a monthly report from the Head Administrator will include. The Board decided to have the Strategic Committee meet to look at the expectations/criteria that will be reported by the Head Administrator. The Strategic Committee will provide a report at the June 10<sup>th</sup> Governing Board Meeting. It was discussed to continue the contract with Kelly Callahan to continue coaching/mentoring. Gloria Vigil asked if teachers were aware of the expectations going into next school year. Mickey Smith advised that all but one teacher has submitted their Letter of Intent to return. The deadline is Friday, April 15, 2020. A July Governing Board Meeting has been scheduled for July 8, 2020.

**B. Contract Negotiations** - The Performance Framework Contract meeting has been scheduled for May 14, 2020 at 3:00 with Joseph Escobedo.

#### VI. Reports

**A. Principal Report** - Mickey Smith went over her April/May 2020 monthly report. The document contains reports on the continuous learning plan, Dean of Students, Intervention Specialist, Wellness, Registrar and “virtual” classroom updates from teachers.

**VII. Adjournment** – Bella McKenzie moved to adjourn the meeting. Judy Martin seconded the motion. All aye. Nancy Jo Archer indicated the motion passed unanimously. Nancy Jo Archer took vote; Doug Michell, aye; Bella

McKenzie, aye; Judy Martin, aye; Gloria Vigil, aye; Molly Chavez, aye; Cynthia Leyba, aye. Nancy Jo Archer indicated the motion passed unanimously.

**Next Board Meeting:**

June 10, 2020 at 4:30 pm

Respectfully submitted by Leslie Chavez, GB Note taker.

Approved on: June 10, 2020  
Bella McKenzie

Secretary