



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Minutes

Regular Meeting, March 12, 2018

COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane

I. Introduction

- A. Call to Order – Chairman Elliott called the meeting to order at 6:02pm
- B. Roll Call of Members – All members are present.
- C. Approval of Agenda – G. Crane made a motion to approve the agenda as published, C. Williams seconded the motion. All voted in favor, agenda was approved.
- D. Approval of Minutes – February 12, 2018 - C. Williams made a motion to approve the meeting minutes from February 12, 2018. C. Provencio seconded the motion, all voted in favor, minutes were approved.
- E. Announcements - None

II. Public Comment - None

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business (Items with action needed to meet deadlines or other requirements)

- A. Monthly GC Briefing (A) – M. Hartshorne spoke about things happening in the spring semester at Alma d'arte. The school held several open house events to recruit and register new students. They were held on February 22nd and March 8th at 6pm at Alma d'arte. He reported that the 1st event went well, however there was larger audience and number of registrations at the second event. He spoke about completion of SBA science exams. Everyone was tested and completed within 24 hours. The upcoming PAARC exam will begin April 16th – May 15th and will appear to be a challenge. Testing will begin with 9th grade regular/9th accommodations, 10th grade regular/10th accommodations, and finally 11th grade regular/accommodations will end the assessment testing window. Mr. Hartshorne spoke about teacher raises for next fall and expects there will be some increases within the different licensure levels. This year's graduation ceremony is May 24, 2018 at 7pm at Alma d'arte. The ceremony has been entrusted to Michelle Paz. Finally as part of his Administrative report, Mr. Hartshorne spoke about the McKinney-Vento Policies and Procedures on homeless education. While discussing McKinney-Vento, governance council members were allowed to comment and ask questions regarding the policies and procedures in place at Alma d'arte.
- B. Charter Renewal Template Training Report (A) – M. Hartshorne spoke about the three charter renewal training sessions. He discovered in his attendance, there are definite similarities among NM charter schools and their experiences with the PED. Mr. Hartshorne spoke about the various templates that schools were given to view and print as needed. GC members asked about the school site visit. M. Hartshorne gave a brief recap and spoke about his responses. The report will be made available to GC members for review.
- C. 2018-2019 Budget Preparation Plans (A, F) – M. Hartshorne spoke about future budget plans. Budget numbers will be made available in the coming week. There was a 4% increase in overall budget and a 2.5% increase in salary budgets.

D. 2nd Quarter Cash Report (F) – J. Sanchez presented the cash report to the GC. The report was made available electronically to members in advance. J. Sanchez reported that everything is right on track. K. Caroe made a motion to accept the financial reports as published. C. Williams seconded the motion. All voted in favor, the cash report was accepted.

E. Budget Adjustment Request (F) – J. Sanchez explained the various Budget Adjustment Requests to the GC. BAR 1803-1808, K. Caroe made a motion to approve the BARS, G. Crane seconded the motion. All voted in favor and the BARS were approved.

F. 2018-2019 Student Enrollment Status Report (A) – Mr. Hartshorne gave a detailed report during his Administrative report.

G. Executive Session (A) – M. Hartshorne has asked for an Executive Session to discuss personnel issues. K. Caroe made a motion to go into executive session, C. Provencio seconded, all voted in favor. Executive session is granted and started at 7:07 pm . Non-members were excused from the room. Executive session closed at 7:32 pm. C. Provencio moved to close the executive session and return to the regular agenda. Seconded by G. Crane. Motion passed unanimously.

IV. Past Business (Review and routine approval/acceptance of actions taken, reports compiled, funds received/expended, audit and program results, etc.)

A. PED Review of 1/22/18 Meeting (G) – M. Hartshorne discussed the PED's review of the 1/22 meeting. He spoke to the group about various concerns the PED had while in attendance at the monthly governance council meeting on January 22nd. All areas called to attention by the PED were addressed and are understood by all GC members.

III. Future Business (Research/discussion/plans for long-term directions of Alma. To include modification of mission, goals, academic programs, budgets, etc.)

A. Discussion and Description of the Ideal Alma Graduate (G) K. Caroe addressed the group regarding this topic. She said that the definition of an ideal Alma graduate is a key part of the strategic plan she will be working on. The plan must be completed fairly quickly. She is doing this as part of her doctoral program.

B. Vision Statement(G) – G. Elliott mentioned to the group that as part of K. Caroe's work on a strategic plan for Alma, He has worked on a new vision statement. He combined characteristics of the ideal Alma graduate suggested by members at the last meeting and into a vision statement based on what we want for the student. He said common vision statements often describe a vision for the institution, buildings, etc. Few, if any describe the vision of the kind of students we graduate.

C. Introduction to Goals and Objectives (G) – Chairman Elliott presented the a definition of the characteristics of sound goals and objectives. He said the must be targets that our MAD – Measurable, Attainable and have a Deadline. Goals are targets to reach over a 3-5 year period, i.e. Long Term. Objectives are annual targets and may be interim steps in reaching Goals.

E.

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. **Adjournment** – Chairman Elliott adjourned the meeting at 7:57pm.

** (A) – Administrative Item; (F) – Finance Item; (G) – Governance Council Item