



# ALMA D'ARTE CHARTER HIGH SCHOOL

## Governance Council Minutes

Regular Meeting, Tuesday January 19th, 2021 @ 6:00 pm

Alma d'arte Charter High School, Via Zoom

### COUNCIL MEMBERS

Ron Fitzherbert | Michelle Rodriguez | Rachel Padilla | Paul Dulin | Ceara Angel | Vernon Wilson | Kimberly Skaggs

#### I. Introduction

- A. Call to Order - Chairman Fitzherbert called the meeting to order at 6:02pm
- B. Roll Call of Members (G) – Members present are as follows: R. Fitzherbert, R. Padilla, P. Dulin, C. Angel, V. Wilson, & K. Skaggs. M. Rodriguez is absent. Also present are: K. Martinez – Principal/CAO, A. Learner –Alma Business Manager & P. Hernandez – Registrar.
- C. Conflict of Interest Disclosures (G) – No Conflicts.
- D. Approval of Agenda (G) P. Dulin made a motion to approve the agenda as published. R. Padilla seconded the motion to approve. Membership voted as follows: R. Fitzherbert – yes, R. Padilla – Yes, P. Dulin – Yes, C. Angel – Yes, K. Skaggs – Yes, V. Wilson – Yes. M. Rodriguez is absent. The majority voted in favor and the motion to approve the agenda was passed.
- E. Approval of December 21st, 2020 Regular Meeting Minutes (G) – P. Dulin made a motion to approve the minutes from 12-21-20 as published. V. Wilson seconded the motion to approve. Membership voted as follows: R. Fitzherbert – yes, R. Padilla – Yes, P. Dulin – Yes, C. Angel – Yes, K. Skaggs – Yes, V. Wilson – Yes. M. Rodriguez is absent. The majority voted in favor and the motion to approve the minutes was passed.
- F. Announcements – No announcements.

#### II. Public Comment (Three minutes per speaker, 30-minutes for all speakers. No action will be taken.)

Additional persons present are: R. Padilla, G. Cruz, K. Cady, R. St.Clair, Z. Shearill & J. Vinson, all Alma d'arte faculty members.

#### ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

#### III. New Business

- A. GC Executive Member Appointments/Elections (G) – Mr. Fitzherbert opened the executive membership nominations and voting. There have been several persons in the council interested in various positions.
  - a. President – C. Angel made a motion to nominate P. Dulin for President. K. Skaggs seconded the motion for P. Dulin. Membership voted as follows: R. Padilla – yes, C. Angel – yes, V. Wilson – yes, P. Dulin – abstained, K. Skaggs – yes, R. Fitzherbert – yes. M. Rodriguez is absent. Majority voted in favor and Mr. Dulin is the new GC President.
  - b. Vice President – K. Skaggs made a motion to self-nominate for the position of Vice President. P. Dulin seconded the motion. Membership voted as follows: R. Padilla – yes, C. Angel – yes, V. Wilson – yes, P. Dulin – yes, K. Skaggs – abstained, R. Fitzherbert – yes. M. Rodriguez is absent. Majority voted in favor and K. Skaggs is voted the new Vice President.
  - c. Secretary – C. Angel voluntarily nominated herself for the position of Secretary. K. Skaggs seconded the motion. Membership voted as follows: R. Padilla – yes, C. Angel – abstained, V. Wilson – yes, P. Dulin – yes, K. Skaggs – yes, R. Fitzherbert – yes. M. Rodriguez is absent. Majority voted in favor and C. Angel is voted the new Secretary.
  - d. Treasurer (Optional) – V. Wilson self-nominated for the position of Treasurer. C. Angel seconded the nomination. Membership voted as follows: R. Padilla – yes, C. Angel – yes, V. Wilson – abstained, P. Dulin – yes, K. Skaggs – yes, R. Fitzherbert – yes. M. Rodriguez is absent. Majority voted in favor and V. Wilson is voted the new Treasurer.
- B. GC Member Required Training Update (G) – Chairman Fitzherbert informed the GC of required trainings for the school year.

#### IV. Old/Recurring Business

- A. Policy Committee Report (G)
  - 1. 3<sup>rd</sup> read and approval of the revised Employee Evaluation Policy – P. Dulin made a motion to accept the Employee Evaluation policy. R. Padilla seconded the motion. V. Wilson requested a physical copy post approval to verify changes. Membership voted as follows: R. Padilla – yes, C. Angel – yes, V. Wilson – yes, P. Dulin – yes, K. Skaggs – yes, R. Fitzherbert – yes. M. Rodriguez is absent. Majority voted in favor and the Policy was approved and adopted.
  - 2. 2<sup>nd</sup> read of Children's Internet Protection Act Policy (was Internet Usage Policy) – Members discussed the policy and edits that were suggested for its 2<sup>nd</sup> read.
  
- B. Monthly Financial Report (F) – C. Angel made a motion to accept the Financial Statements, Payroll & Accounts payable for December. P. Dulin seconded the motion to approve. Membership voted as follows: R. Padilla – yes, C. Angel – yes, V. Wilson – yes, P. Dulin – yes, K. Skaggs – yes, R. Fitzherbert – yes. M. Rodriguez is absent. Majority voted in favor and the financial statements, Payroll & Accounts payable were approved and accepted.
  - 1. Financial Statements as of December 31st, 2020 – A. Lerner presented the December financial statements.
  - 2. BAR's Approval (if required) – No BAR's this month.
  - 3. Payroll and Accounts Payable Acceptance – A. Lerner also presented the Payroll and Accounts Payable statements.
  
- A. Monthly Administrative Report (A)
  - 1. Update on School Year Progress – K. Martinez updated the GC with news that the school has been awarded a \$72,000 grant for technology and other various things.
  - 2. Current Student Enrollment Status/Changes – Student enrollment seems to remain the same at 130 students.
  - 3. Faculty/Staff Changes/News – SPED coordinator J. DiMatteo has tendered her resignation. Further details of her resignation will be discussed via special meeting closed session after this regular meeting.
  - 4. COVID-19 Related Procurements Update (Chrome books, PPE, Canvas) – Chrome books have ARRIVED! Staff continues to use Canvas for instruction. Office 365 has been added to our tool belt and has been released to staff and students.
  - 5. Equity Council Update – R. Padilla has graciously accepted the lead position for the Equity Council. Mr. Padilla is prepared to move forward with future meetings of the Equity Council.
  - 6. 2020 Site Visit Report Update – Ms. Martinez reports that she received information from the past year site visit. She states that she will begin updating GC members and also interviewing staff and faculty members to ensure we are in compliance and up to date with PED's cited concerns.

#### III. Future Business/Next Meeting Agenda Items for Discussion or Revision

- A. 1<sup>st</sup> reading of Safe School Plan Policy.
- B. 3<sup>rd</sup> reading of Children's Internet Protection Act Policy.
- C. Check signers update.

**V. Adjournment** – P. Dulin made a motion to adjourn the regular meeting. R. Fitzherbert adjourned the meeting at 7:11pm

**\*\* (A) - Administration, (G) – Governance Council, (F) - Finance \*\* One or the other of these three notations will appear at the end of each item, depending on who is introducing the item.**