



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Regular Meeting, Monday, August 16th, 2021 @ 6:00 pm

Alma d'arte Charter High School, Via Zoom

COUNCIL MEMBERS Paul Dulin | Kimberly Skaggs | Ron Fitzherbert | Vernon Wilson |
Richelle Ponder | Cynthia Wise | James Fielder

I. Introduction

- A. Call to Order. (G) – Chairman Dulin called the meeting to order at 6:00pm
- B. Roll Call of Members (G) – members present are as follows: P. Dulin, R. Ponder, K. Skaggs, V. Wilson, C. Wise, & R. Fitzherbert. J Fielder is absent.
- C. Conflict of Interest Disclosures as may be applicable. (G) - none
- D. Approval of Agenda. (G) – R. Ponder made a motion to approve the agenda. K. Skaggs seconded the motion. Members voted as follows: R. Ponder – yes, K. Skaggs – yes, V. Wilson – yes, R. Fitzherbert – yes, P. Dulin – Yes, C. Wise – Yes. The majority voted in favor and the agenda was approved.
- E. Approval of July 19, 2021 Regular Meeting Minutes. (G) – K. Skaggs made a motion to approve the minutes from the July 19, 2021 meeting. R. Ponder seconded the motion. Members voted as follows: R. Ponder – yes, K. Skaggs – yes, V. Wilson – yes, R. Fitzherbert – yes, P. Dulin – Yes, C. Wise – Yes. The majority voted in favor and the minutes were approved.
- F. Announcements. - none

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

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. New Business

- A. Acceptance of the resignation of Ceara Angel in Position 5 of the Governance Council. (G) – C. Angel submitted a letter of resignation to the governance council. R. Ponder made a motion to accept the resignation of C. Angel from the governance council. K. Skaggs seconded the motion. Members voted as follows: R. Ponder – yes, K. Skaggs – yes, V. Wilson – yes, R. Fitzherbert – yes, P. Dulin – Yes, C. Wise – Yes. The majority voted in favor and the resignation of C. Angel from the governance council was accepted.
- B. GC Member Required Training Update, including Charter Renewal Training. (A/G) – Members were reminded of their yearly training requirements.

IV. Old/Recurring Business

- A. 1st Reading of the following policies for operating Alma d'arte Charter High School. (G)
 1. Employee Policy: Human Resource Development – all agreed the policy is good except for a few word changes. No members suggested any edits
 2. Employee Policy: Principal/CAO Evaluation – K. Skaggs mentioned that there needs to be more of a time scheduled for evaluation of the principal. Also the policy needs to be a Governance Council Policy, not an Employee Policy. Section 2B & 2C should be re-written to edit the dates of evaluation. No other members have any changes.
 3. Fiscal Management Policy: Disaster Recovery Business Continuity – Other than word changes, no members had any significant changes.
 4. School Community Policy: Parental Involvement and Family Engagement – no major edits except for words.
 5. Student Management Policy: Student Rights and Responsibilities – C. Wise suggested an edit to the word "Appreciation" in sec 2 A line 2 to "Knowledge." Also in section 3 it is necessary to make the Student Rights & Responsibilities available to parents as soon as possible so that they are also aware of what students are being made responsible for. R. Fitzherbert suggested striking the word "Parents" in section 3 A. No other edits suggested by any members.

6. Governance Council Policy: Membership Selection and Term of Office – 3C-1 & 3C-2 The President & Vice-President will receive nomination forms and conduct interviews with potential candidates then report to the board for review and voting. 3D the sentence definition of “term” needs to be clarified. Does the board make our own policies, or are there set term limits from the PED. No other comments.
 7. Governance Council Policy: Powers and Authority – section 3D-1 should read “authorized administrators.” Otherwise no major edits from any members.
 8. Governance Council Policy: Removal of a Governance Council Member – no major edits from any members.
 9. Governance Council Policy: Vacancies on the Governance Council – nothing major to edit. Just the suggestion to match the current by-laws.
- B. 2nd Reading of the following policies as presented by V. Wilson and K. Skaggs. (G)
1. Employee Policy: Nepotism – no large edits only that this policy is to be clearly an Employee policy not a Governance policy.
 2. Fiscal Management Policy: Internal Controls – no substantial edits of any members.
 3. Employee Policy: Reduction-in-Force – no substantial edits of any members.
 4. Governance Council Policy: Meetings of the Governance Council/Open Meetings Act-clarification of things need to coincide with open meetings resolution, Need clarification on rules for posting meeting dates and methods.
- C. Updated pandemic policies/restrictions regarding returning to in-person teaching. (A/G) – No updates at this point. Leaders are waiting to meet with CDC officials. Ms. Martinez has decided as a school policy to keep all students and staff in masks for safety.
- D. Monthly Financial Report
1. Financial Statements as of July 31, 2021. (F) – A. Lerner presented the financial statements for the month of July.
 2. BAR's Approval (if required). (G) – no BARs this month.
 3. Payroll and Accounts Payable Acceptance and Approval. (G) – C. Wise made a motion to approve the Payroll & Accounts Payable for July. K. Skaggs seconded the motion. Members voted as follows: K. Skaggs – yes, R. Fitzherbert – yes, P. Dulin – Yes, C. Wise – Yes. The majority voted in favor and the Payroll & Accounts Payable statements were approved.
 4. Approval of Inventory list as of June 30, 2021 – R. Ponder made a motion to approve the inventory list as of June 30, 2021. R. Fitzherbert seconded the motion. Members voted as follows: R. Ponder – yes, K. Skaggs – yes, V. Wilson – abstain, R. Fitzherbert – yes, P. Dulin – Yes, C. Wise – abstain. The majority voted in favor and the Inventory list as of June 30, 2021 was approved.
- E. Monthly Administrative Report
1. Monthly Principal's Update Report. (A) K. Martinez gave the principal's report. Our return to school has been going fairly well. ECF Funding (Emergency Connectivity Funding) – Allows us to be reimbursed 100% for technology, hotspots, laptops, etc. Our hotspot service will also be paid for 100% as well as 10 more staff/faculty laptops. Ms. Martinez had made staff aware that they should be ready for anything in case we go back into a shut down. Teachers have already been doing in person and online work with students. She also spoke about current new hires for this year: Full-time Social Worker, School Psychologist, Art Educator, Social Studies Educator & Front Desk Person. G. Vaquera will move to a new position of SSA (student success advisor) to work with P. Hernandez in the Advising & Registrar office. New SPED hires are G. Lucero as a SPED Educator and C. Romero as our new SPED Facilitator. We are partnering with NM Workforce solutions for two of our new hires. NM Workforce will pay 75% of those employees' wages for the first six months. We will also be involved in their tuition assistance program for student's post-secondary education. Ms. Martinez is also working with students to plan for beautification of Alma. We are looking forward to a technology (CAT-1 & CAT-2) and internet wiring update. There is also a film course in the works. This is a 4 part course taught by a film instructor from NMSU. This should start up in September.
 2. Equity Council Update. (A/G) – R. Padilla emailed K. Martinez the following statement on the status of the Equity Council:

"My first action for this school year was to reconnect with Las Montañas and New America to continue our work on creating an Equity Council "consortium". I sent their Equity Council leads an email on July 27 and both schools are still very interested in working with Alma. Las Montañas would like to have a group of youth from our Equity Council meet with their youth. On a related item, I have heard that the PED will continue to provide an Equity Council facilitator for Alma. Nichelle Gilbert is not certain that she will be offered a new contract so we may end up working with a new facilitator. One student member of the Equity Council has brought two concerns to Ms. Martínez & my attention. In a very professional manner, the student asked for an appointment with Ms. Martínez & me. First, she wanted to ensure that the Equity Council would be included in the writing of the new student handbook. She was assured that the Equity Council would have a role to play in the student handbook revision. Second, she was concerned that bigoted slurs were being used by students and felt that some action needed to be taken by administration and faculty to end this practice. Ms. Martínez spoke with a group of students (approximately five students) who were found to be the main offenders. Even though Alma is very diverse, we have seen a rise in the use of slurs, both vocally and in written form, over the last four or five years. This is very concerning to both students and faculty. Because it has been identified as a problem by students, it may be the first issue the Equity Council works to resolve. It may also lead to its first policy recommendation to the Governance Council. I plan to have an Equity Council Meeting by the first week in September."

V. Executive Session to discuss limited personnel matters – C. wise made a motion to move into an executive session. V. Wilson seconded the motion. Members voted as follows: R. Ponder – yes, K. Skaggs – yes, V. Wilson – yes, R. Fitzherbert – yes, P. Dulin – Yes, C. Wise – yes. The majority voted in favor and the GC went into an executive session to discuss limited personnel matters at 7:50 pm. Members moved back into open session at 7:58pm

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

1. Policies meeting for approval at next regular GC meeting : 8/26/21 at 2:00 PM
2. Third and final reading of the 9 policies from this meeting.
3. Approval of Collective Bargaining agreement.

VII. Adjournment – K. Skaggs made a motion to adjourn. R. Ponder seconded the motion. All members voted in favor and the meeting was adjourned at 8:08 pm.

****** (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.