



# ALMA D'ARTE CHARTER HIGH SCHOOL

## Governance Council Minutes

Regular Meeting, Tuesday, February 18<sup>th</sup>, 2020 @ 6:00 pm  
Alma d'arte Charter High School, Room 108

### COUNCIL MEMBERS

Casilda Provencio | Ron Fitzherbert | Michelle Rodriguez

#### I. Introduction

- A. Call to Order – Chairman Fitzherbert called the meeting to order at 6:10pm
- B. Roll Call of Members – Members present are R. Fitzherbert & C. Provencio. M. Rodriguez is absent.
- C. Approval of Agenda – C. Provencio made a motion to accept the agenda as published. R. Fitzherbert seconded the motion. All members voted in favor and the agenda was accepted as published.
- D. Approval of Minutes – January 21<sup>st</sup>, 2020 – C. Provencio made a motion to approve the minutes as published. R. Fitzherbert seconded the motion. All members voted in favor and the minutes were approved.
- E. Announcements – Introductions of several visitors in attendance were made: R. Mangino, A. Mangino, I. Oliver-Lewis, S. Camuñez, Barthy Byrd & Rachel Garcia Banegas. At the Policy Review work session on February 10, 2020, Gene Elliott distributed his letter of resignation from the Governance Council to all members effective immediately. Alma's open house is scheduled for February 26, 2020 at 6pm.

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

- A. Nomination of New GC Members (G) \* - B. Byrd & R. Garcia Banegas were nominated to become part of the Alma Governance Council as members. Both women spoke about their experiences working in the community and other boards. C. Provencio made a motion to accept their nominations and to elect them to the GC. R. Fitzherbert seconded the motion. C. Provencio & R. Fitzherbert both voted in favor of electing the ladies to GC membership. Ms. Byrd (position 1) & Ms. Garcia Banegas (position 4) were accepted and elected to the GC as new members.
- B. Election of Treasurer (G) - Tabled until all voting members are present.
- C. Documentation for New Members/Officers (G) – will be completed post-meeting.
- D. Status of Policies/Procedures Review (G) – C. Provencio spoke about the policy work session that was conducted prior to the regular meeting. She reviewed the policies that will be presented and the procedure in adopting them. She presented a review report and called for adoption of the currently revised or new policies to include: Employee Conflict of Interest, Solicitation & Receipt of Gifts by Staff, Employee Grievance Policy, GC Code of Ethics & Conflict of Interest, and GC Conflict of Interest. C. Provencio made a motion to approve & adopt the five policies. R. Fitzherbert seconded the motion. All present members voted in favor and the policies were approved for adoption. C. Provencio handed out six more policies for a 1<sup>st</sup> Reading and announced that three policies from the previous policy work session will also be worked on. A work session (2<sup>nd</sup> Reading) is scheduled for Tuesday, March 10, 2020 to review and edit (as needed) the new or revised policies.
- E. Dedication of Theatre (G) – C. Provencio spoke about an initiative to commemorate the retirement and achievements of Alma d'arte's founder Irene Oliver-Lewis. Several years ago the Las Cruces Public School Board of Education approved the designation of Alma d'arte's theater in I. Oliver Lewis' name. In 2014, there was an original event planned which was postponed due to unfortunate circumstances. C. Provencio has called for a second attempt at this commemoration ceremony and that all efforts are made to complete the original plan. Ms. Provencio called for a naming of the event and a date set at the March GC meeting. C. Provencio also asked for a committee to be formed to lead the effort for this commemorative event to include GC members, faculty members, students and community members. I. Oliver Lewis addressed the GC describing the history of the school building. She informed the GC that she is in possession of historical artifacts from when the building was Court Junior High, the Court Youth Center and the start of Alma d'arte. She requested that the GC and administration consider bringing back these artifacts and have them displayed in the school.

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

- A. Monthly Financial Report (F)

1. Financial Statements as of January 31<sup>st</sup>, 2020 – The Finance committee met prior to the Regular meeting at 5:00 pm. R. Frye presented the group with the finance packet for the month.
  2. BAR's Approval: BAR #0004 – Operational – 11,000 (Increase to \$13,763.) BAR #0005 – Operational – 11000 (Maintenance.) BAR #0006 – Operational – 11000 (Transfer) BAR #0007 – Operational -11000 (Maintenance) BAR #0008 – IDEA – B - 24106 (Maintenance) BAR #0009 SB-9 – 31703 – Initial Budget \$5,104. C. Provencio made a motion to approve the BAR's as presented. R. Fitzherbert seconded the motion, all members voted in favor and the BAR's were approved.
  3. Payroll and Accounts Payable Acceptance – C. Provencio made a motion to accept the financial disbursements, accounts payable and financial statements. R. Fitzherbert seconded the motion. All voted in favor and all financial documents were approved and accepted.
  4. Status of Financial Dashboard Development – as discussed before, the financial dashboard is still in developmental stages and will be revisited at a later date.
- B. Monthly Administrative Report (A)
1. Student Enrollment Status/Changes – Dr. Lere spoke about student enrollment. Currently Alma has 132 students. We have received a few transfer students from LCPS, and out of district. He reported that we also have had several students leave Alma and also a few have been dropped for non-attendance. D. Lere also informed the GC that the school will be holding its first ever middle school talent show in mid-March as a way of recruiting students for enrollment at the school.
  2. Faculty/Staff Changes/News – Dr. Lere announced that he has brought on Michael Davis as a test/graduation coordinator, academic counselor, and recruiter for Alma d'arte. He has also hired Donald Quimby as a new science teacher for Chemistry. Parent Leadership Team Status – Dr. Lere spoke about the initial Parent Leadership Team where one parent was in attendance. That parent has been asked to spearhead efforts in getting more parent involvement and a meeting is tentatively being planned for mid-March.
  3. Website Management Report – Dr. Lere informed the council about a re-training of staff by P. Guzman. P. Hernandez & M. Diaz are currently managing the school website and are doing well at this.

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

- A. Discussion of possible Dolores Huerta co-location (G) – Dr. Lere informed the GC of a developing plan to co-locate La Academia Dolores Huerta (LADH) to the Alma d'arte campus. Meetings have been held with the LADH administration and the LADH governance council. Both principals from each school will be preparing comparative feasibility studies in which to work from. LCPS will be contacted for a written approval of the co-location. Discussion was made concerning space allocation, scheduling, and staff. Realistically, if all goes well this plan would come to fruition for the fall of 2021.
- B. Announcement of timeline for new CAO/Principal search (G) – Announcement of the position will be February 21, 2020, with an official hire date of April 17, 2020. The official start date for the new CAO/Principal will be July 7, 2020.

**VI. Next Meeting Agenda Items**

- A. Future Business
- B. Current Business - Middle school talent show, policy review work session March 10, 2020, update on theater dedication
- C. Past Business

**VII. Adjournment** – C. Provencio made a motion to adjourn the meeting, R. Fitzherbert seconded the motion, all voted in favor and the meeting was adjourned at 8:07pm.

\*\* (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. Items can appear in no special order, i.e. all (A) together, etc. Just random is fine.