



# ALMA D'ARTE CHARTER HIGH SCHOOL

## Governance Council Minutes

Regular Meeting, April 8, 2019 6:00

pm

### COUNCIL MEMBERS

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

## I. Introduction

- A. Call to Order -- Chairman G. Elliott called the meeting to order at 6:03 pm.
- B. Roll Call of Members -- All members were present, including C. Williams by phone from Colorado.
- G. Elliott introduced others in attendance for the benefit of C. Williams: Karen Woerner and Dylan Wilson from PED who did the semi-annual site visit today; Holly Schullo, Principal/CAO; Becky Beidler, SPED coordinator; Katy Shelton, Business Manager; parent Vicki White; and two candidates for the Open GC Positions – Steve Aquino and Dan Lere.
- C. Approval of Agenda – C. Provencio moved to approve the agenda as published. Second by G. Crane. All voted in favor of the motion.
- D. Approval of Minutes – G. Elliott asked for corrections, additions or deletions for minutes of three different meetings, then suggested one motion to approve all minutes: Regular Meeting, February 18, 2019; Special Meeting, February 25, 2019; Regular Meeting, March 18, 2019. G. Crane moved to approve all minutes, C. Provencio seconded the motion. All voted in favor, motion carried.
- E. Announcements – C. Provencio reported on an art competition coming up. Some of the works will be displayed in the state capitol. She gave the information to H. Schullo, to be made available to students.

## II. Public Comment – None

## III. Current Business

- A. Review of PED Semi-Annual Site Visit – K. Woerner, deputy director of the Charter School Division of the Public Education Department (PED), said they were here to observe the meeting. They earlier briefed the administration and some GC members on a few areas identified during their review that need attention.
- B. Status of Corrective Action Plans (CAPS) – G. Elliott reminded the council of the CAP's the administration has been working on for Special Education (SPED) and English Language Learners (ELL). He said that the results of the work on the CAP's must be sent to K. Woerner this week to be considered by the Public Education Commission (PEC), at their meeting on

Friday, April 12. G. Elliott also described the missions of both the PED and the PEC and their relationship to Alma.

C. Principal/CAO Evaluation Details – The GC has considered several methods and timing but has not yet set the details for the annual evaluation. G. Elliott described efforts in the past which used what is commonly referred to as a 360-degree evaluation. That method is useful in situations like ours where we are not able to observe the administrator in everyday settings. The 360 seeks opinions from faculty, students, parents, the GC and the administrator him/herself. After answering a parent's question about timing, G. Elliott said that one of the reasons the schedule has not been set is that we are waiting for the results from this legislative session to learn much money we will have in the budget. K. Shelton said that the information should be forthcoming soon.

D. GC Membership -- G. Elliott introduced two gentlemen who are interested in serving on the Alma Governance Council – Steve Aquino and Dan Lere. The chairman asked each man to describe a little about their experience as it pertains to serving Alma.

Dan Lere said he received a degree in agronomy but after a few years, decided to pursue teaching and educational administration. He has worked in schools in Colorado and Wisconsin and most recently retired as superintendent of Deming Public Schools. Details of his career are found in the GC nomination form and his attached resume.

Born in California, Steve Aquino is retired from San Jose State University where he was an administrator in the area of assessments and evaluation. During his tenure he was asked to help reach out to high school students by presenting programs on the college experience. He also taught classes in what he called “survival skills” – how to become successful in college.

G. Elliott said that GC members would review the nominations of both gentlemen and vote at the next meeting. He thanked them both for their interest in Alma.

#### **IV. Past Business**

A. New Charter Contract Status -- G. Elliott reminded everyone that Alma's charter application has been approved for three years with no conditions. He asked K. Woerner if she knew when contract negotiations with the PEC would be held. She did not know exactly but said she believed that all Las Cruces schools would have their sessions with the PEC here in Las Cruces on or about May 3. She said each school will be advised of date and time in sufficient time to prepare.

#### **B. Administration Report**

1. Student Assessment Schedule and Plans – H. Schullo reported that all assessments for the spring have been scheduled. This is a transition year and that the NM Standards Based Assessments will be used. The eleventh grade English assessments will use the same platform as used for other subjects.

2. Faculty/Staff Update – H. Schullo said that there have been no changes in staff and that contracts for 2019 – 2020 will be issued after we have received new budget data.

She is hoping to add one teacher and possibly an educational assistant, both in Special Education.

3. Student Update – Enrollment is down slightly from one year ago. Strong recruitment efforts will be needed to increase enrollment for next year.

#### C. Monthly Financial Reports

1. GC Finance Committee Report – Chairman G. Crane reported that the Finance Committee met with K. Shelton prior to the GC meeting. She provided clarification of a few minor details and the committee approved the report.

2. Monthly Financial Statements – Business manager K. Shelton presented the full financial report, including illustrative charts. After discussion, C. Provencio moved and G. Crane seconded a motion to accept the reports for the period ending March 31, 2019. Motion carried unanimously.

3. Budget Adjustment Requests – G. Crane moved to approve the BAR's presented by K. Shelton. Seconded by C. Provencio. There was no discussion. Motion passed without objection.

4. 2019-2020 Budget Plans / Schedule – The legislative session has just concluded and it will be a short time until details of next year's allocation will reach us. K. Shelton said we should know how that will affect us so that a detailed budget can be considered at the May GC meeting.

#### V. **Future Business**

A. CLOSED EXECUTIVE SESSION – G. Crane moved and C. Williams seconded a motion to move to a closed executive session at 7:16 pm to discuss personnel matters pertaining to administration. Motion carried.

B. Return from Closed Session – C. Provencio moved and C. Williams seconded a motion to return to open public session during which personnel matters were discussed but no action was taken. Motion passed unanimously.

#### VI. **Next Meeting Agenda Items** – None listed

#### VII. **Adjournment**

There being no additional business, G. Crane moved adjournment. Second by C. Williams. Motion carried. Meeting adjourned at 7:43 pm

Respectfully Submitted,  
Carolyn Williams, Secretary