



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Minutes

Regular Meeting, Monday, May 18th, 2020 @ 6:00 pm
Alma d'arte Charter High School, Via Google Meet

COUNCIL MEMBERS

Casilda Provencio | Ron Fitzherbert | Michelle Rodriguez | Rachel Garcia Banegas | Rachel Padilla | Paul Dulin

I. Introduction

- A. Call to Order – Chairman Fitzherbert called the meeting to order at 6:04pm
- B. Roll Call of Members – All members are present via Google Meet up except M. Rodriguez - meet.google.com/xjw-tvta-ojc
- C. Approval of Agenda – P. Dulin made a motion to approve the agenda as published. C. Provencio seconded the motion. All members voted in favor and the agenda was approved.
- D. Approval of April 20th, 2020 Meeting Minutes – P. Dulin made a motion to approve the minutes from April 20, 2020 as published. R. Padilla seconded the motion. All members voted in favor, and the minutes were approved.
- E. Announcements – R. Fitzherbert reminded GC members of hours of training necessary for membership. June 30th is the deadline to complete training for the current school year.

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. Election of Treasurer (G) – this item will be postponed until next month. The criteria for membership in the finance and audit committees was discussed.
- B. Third & Final Reading and Adoption of Bylaw Revision – GC bylaws – Article II -Members – (A) Number and Allocation – 1. Voting Members - Strike c. A parent of a current ALMA student; add d. At no time shall the number of voting members who have a current ALMA student be of such a number to constitute a quorum of voting members. C. Provencio made a motion to adopt the bylaw revision. P. Dulin seconded the motion. All members voted as follows: C. Provencio – Yes, R. Banegas – Yes, R. Padilla – Yes, P. Dulin – Yes. The majority voted in favor and the bylaw revision was adopted.
- C. Update Status/Timeline for new CAO/Principal Search – GC members and Faculty/Staff members interviewed CAO/Principal Candidates on May 11th & 12th in separate sessions. Faculty/Staff have given the GC their recommendations today 5/18/20. The GC will meet in a closed executive session on Tuesday 5/19/20 to discuss their decision.
- D. Status of Policies/Procedures Review (G)- C. Provencio gave a report from the Policy Review Work Session that occurred on May 4th, 2020. Four policies were reviewed and are presented today (3rd Reading) for approval and adoption: Student Instruction – SPED Pol SI0009; School Community – Sexual Harassment – Pol SC0010; School Community – Use of Volunteers in School – Pol SC0011; and Employee – Drug-Free Workplace – Pol EP0011. R. Padilla pointed out that there was a typo in the SPED Policy. C. Provencio made a motion to adopt the four policies with the correction to the SPED Policy. R. Padilla seconded the motion to adopt. All members voted as follows: C. Provencio – Yes to approve and adopt, R. Padilla – Yes to approve and adopt. R. Banegas – Yes to approve and adopt, P. Dulin – Yes to approve and adopt, M. Rodriguez was absent. The majority voted in favor and the Policies were approved and adopted. C. Provencio provided four new policies for a 1st Reading. A policy review work session will be held on June 1st 2020 at 6pm via Google meets to discuss the additional four policies.
- E. Dedication of Theatre Update (G) – C. Provencio reported that Ms. I. Oliver Lewis is preparing a press release instead of having an event at this time. Ms. Oliver Lewis' preference is to possibly have a larger event later after restrictions have been lifted. Suggestions were made to have the event coincide with Ms. Oliver Lewis' birthday and the "For the Love of Art" Month in February 2021.
- F. **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)

- a. Financial Statements as of April 30th, 2020
- b. BAR's Approval (If required) – Angie Lerner from K-12 accounting presented several BAR's for approval. BAR's included are as follows: 18-I, 19-D, 20-D, 21-D, 22-T, 23-M, 24- IB, 25- I, 26- I. P. Dulin made a motion to approve the BAR's, C. Provencio seconded the motion. Each member voted individually as follows: C. Provencio – Yes to approve, R. Banegas – Yes to approve, R. Padilla – Yes to approve, P. Dulin – Yes to approve, M. Rodriguez was absent. The majority voted in favor and the BAR's were accepted and approved.
- c. Payroll and Accounts Payable Acceptance – A. Lerner presented the payroll and accounts payable statement to GC members and answered questions from GC members. C. Provencio made a motion to approve the cash disbursements, R. Padilla seconded the motion. All members voted individually as follows: C. Provencio – Aye, R. Banegas – Aye, R. Padilla – Aye, P. Dulin – Aye, M. Rodriguez is absent. The majority voted in favor and the cash disbursements were approved.
- d. Budget Approval for FY 2020-2021 – A Lerner presented the FY 2020-2021 budget to the GC for approval. P. Dulin made a motion to approve the Budget for FY 20-21. R. Padilla seconded the motion. All members voted individually as follows: C. Provencio – Aye, R. Banegas – Aye, R. Padilla – Aye, P. Dulin – Aye. M. Rodriguez was absent. The majority voted in favor and the FY 20-21 Budget was approved.
- e. IDEA-B Application for FY 2020-2021 – Funds from the IDEA-B will be used for salary for Joanne Dimatteo who will be employed as the SPED Coordinator for the next school year. C. Provencio made a motion to approve the application for IDEA-B. P. Dulin seconded the motion. All members voted individually as follows: C. Provencio – Aye, R. Banegas – Aye, R. Padilla – Aye, P. Dulin – Aye, M. Rodriguez was absent. The majority voted in favor and the IDEA-B application was approved.
- f. Calendar Approval for FY 2020-2021 – A. Lerner and D. Lere presented the GC members an advanced copy of the proposed school calendar for FY 20-21. Questions from the GC were answered. R. Padilla made a motion to approve the FY calendar for 20-21. C. Provencio seconded the motion. All members voted individually as follows: C. Provencio – Aye, R. Banegas – Aye, R. Padilla – Aye, P. Dulin – Aye, M. Rodriguez was absent. The majority voted in favor and the school calendar for FY 20-21 was approved.

B. Monthly Administrative Report (A)

1. COVID-19 School Update – Dr. Lere reported that there have been no cases of COVID-19 reported from staff, students and parents. Teachers are working from home, but if they are in the school building, they are practicing social distancing. Dr. Lere mentioned that there is no information about the start of the next school year, but he heard that LCPS and APS are in discussions to start the school year online. Further instruction will be expected from the state and PED.
2. Faculty/Staff Changes/News – D. Lere informed the GC that D. Quimby, Chemistry teacher will be retiring at the end of this semester. D. Lere has already filled the position with a new hire named Jennifer White. Ms. White is currently a faculty member at Rio Grande Preparatory Academy, but will join the Alma family in the Fall and will teach Chemistry & Physics. Ruben Ruiz – ELL coordinator/teacher has submitted his resignation for the end of this semester. He is moving on due to family issues. At this time Dr. Lere has not found a replacement for him. AP English teacher Phyllis Wright will be retiring at the end of this semester also. Her position will not be filled. Currently her AP courses will be taken over by Katherine Cady, who is a current English teacher on the Alma Faculty. Sandra Peterson, Math teacher will be retiring at the end of this semester. D. Lere is currently seeking a replacement for her. Upon advice from Patty Matthews, teacher contracts will be written after the legislative session scheduled in June.
3. Plans for 2020 Graduation – D. Lere spoke about possible plans for 2020 Graduation. There were a few suggestions made on how a graduation event can be organized to honor the graduating students. Dr. Lere will inform the GC members once plans are finalized. The graduation event is being planned for Thursday, June 4th.
4. Presentation & Approval of the 2020-2021 School Calendar – This Item was covered under Section A item f above.

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

VI. Next Meeting Agenda Items

- A. Future Business –
- B. Current Business – Policy /Procedure Review, Appointment of treasurer, Status of CAO/Principal selection.
- C. Past Business –

VII. Adjournment

R. Padilla made a motion to adjourn the meeting. P. Dulin seconded the motion. All members voted in favor and the meeting was adjourned at 8:10 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.*

Respectfully Submitted,
Casilda Provencio, GC Secretary