



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Minutes

Regular Meeting, Monday, June 15th, 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 6:08pm
- B. Roll Call of Members – The following members are present: R. Fitzherbert, M. Rodriguez, C. Provencio, P. Dulin, R. Garcia-Banegas. R. Padilla is ill and absent.
- C. Approval of Agenda – P. Dulin made a motion to accept the agenda as published. M. Rodriguez seconded the motion to approve. All members voted in favor and the agenda was approved.
- D. Approval of May 18th, 2020 Meeting Minutes – Approval of minutes is tabled until next meeting.
- E. Announcements – R. Fitzherbert made an announcement that he received a resignation letter from C. Provencio. Ms. Provencio has served the GC for 12 years. Her official resignation will take place on July 15, 2020. Mr. Fitzherbert and GC members thanked Ms. Provencio for her many years of service.

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. Ratification of New CAO Contract (G) – R. Fitzherbert presented an electronic copy of the new Principal/CAO contract for ratification and validation of signature. P. Dulin made a motion to ratify. C. Provencio seconded the motion to ratify. All members voted as follows: M. Rodriguez – Yes, C. Provencio – Yes, P. Dulin – Yes, R. Padilla – absent, R. Garcia-Banegas – Yes. The majority voted yes and the ratification of the contract was approved.
- B. Introduction of New CAO (G) – R. Fitzherbert announced that the new Principal/CAO is Kayla Martinez. D. Lere has been meeting with her and Ms. Martinez is excited about leading our school. Dr. Lere will help in the transition of school leadership. Additionally, Dr. Lere makes a commitment to continue to be involved in implementing a library project he started with the Alma staff. Ms. Martinez is currently completing her responsibilities at Cesar Chavez Charter School in Deming, NM. Her last official day at the school will be June 30, 2020 and her start date at Alma is July 1, 2020.
- C. Executive Committee/Finance Committee Appointments (G) – R. Fitzherbert presented the need to appoint or accept voluntary members for the positions of Treasurer and Secretary. P. Dulin volunteered for the position of Treasurer and R. Garcia-Banegas volunteered for the position of Secretary (Filling the vacancy that will be left when C. Provencio resigns on July 15, 2020).
- D. Status of Policies/Procedures Review & Third Read and Vote to Accept of Updated Policies (G) – C. Provencio suggested a policy review meeting on June 29, 2020 at 6pm to discuss four updated/new policies that she presented for a 1st readings. Four policies are presented for a 3rd and final read: Student Health - Administration of Medical Cannabis; Student Health - Communicable and Infectious Diseases; School Community - Community Use of School Facilities; and Fiscal Management - Procurement Procedures. C. Provencio, the committee chair, made a motion to adopt the four policies. P. Dulin seconded the motion to adopt. All members voted as follows: C. Provencio – Yes, M. Rodriguez – Yes, P. Dulin – Yes, R. Garcia-Banegas – Yes, R. Padilla – absent. The majority voted yes and the policies were adopted.
- E. Balance of Year Board Calendar Discussion (G) – Mr. Fitzherbert asked GC members if there needed to be any adjustment to the dates and times the GC meets. There was no discussion so GC meetings will continue to be the 3rd Monday of each month at 6pm.

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 May 31, 2020 – A. Lerner presented the financial statements for the current month ending May 31, 2020.
2. BAR's Approval (If Required) - BAR for CARES Act – BAR- 27ID – P. Dulin made a motion to approve the BAR. C. Provencio seconded the motion. GC members voted as follows: C. Provencio – Yes, M. Rodriguez – Yes, R. Garcia-Banegas – Yes, R. Padilla – absent, P. Dulin – Yes. The majority voted to approve and the BAR was approved.
3. Payroll and Accounts Payable Acceptance – P. Dulin made a motion to accept the payroll and accounts payable report. M. Rodriguez seconded the motion to accept and approve. GC members voted as follows: C. Provencio – Yes, M. Rodriguez – Yes, R. Garcia-Banegas – Yes, R. Padilla – absent, P. Dulin – Yes. The majority voted to approve and the reports were approved.

B. Monthly Administrative Report (A)

1. 2020 Graduation Recap – Dr. Lere spoke about the drive-through graduation ceremony that was held on June 4, 2020. He stated that three GC members attended and it went very smoothly. Dr. Lere thanked many Alma staff and Faculty on coming together to give the graduates a nice send off. He also made mention of faculty/staff doing a graduation parade to all seniors homes to delivery gift bags and caps & gowns.
2. COVID-19 Related School Update – Dr. Lere stated that we are still waiting to hear from the state on a game plan for how to proceed with conducting school for the upcoming school year. There are quite a bit of factors that need to be considered before we will consider starting school with students in person. At this point in time we are looking at starting school in the fall virtually. Some of the things being taken into consideration are: purchasing chrome books for all students, upgrading staff computers and technology, upgrading our school servers as well as purchasing PPE in preparation for when school does resume. Dr. Lere also mentioned that he has contacted the student data company, Jupiter, to move forward with a new student data system. Currently the school is using PowerSchool. Jupiter is similar to Power School, but a third of the cost.
3. Faculty/Staff Changes/News – Current resignations and retirements : D. Quimby – Science, R. Ruiz – ELD/ELL, S. Peterson – Math, P. Wright – AP English. New Hires: J. White – Science to replace D. Quimby, M. Ames – Math to replace S. Peterson. Currently the search continues for an ELL/ELD instructor, and possibly additional SPED staff. Dr. Lere thanked the staff, faculty, students and the GC for a great year and allowing him the opportunity to serve Alma d'arte.
4. Current Plans for 2020-2021 school Year Start – As stated above Dr. Lere is waiting to hear from the PED regarding plans for the start of school for the fall semester.

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 – Approval of minutes from May 18, 2020. Policy/Procedures Review
- C. Past Business

VII. Adjournment – M. Rodriguez made a motion to adjourn. Chairman Fitzherbert adjourned the meeting at 7:38 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
Secretary