



# ALMA D'ARTE CHARTER HIGH SCHOOL

## Governance Council

### Minutes

*Regular Meeting, Monday, June 17, 2019 6:00 pm*

#### COUNCIL MEMBERS

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

#### I. Introduction

- A. Call to Order – Chairman Elliott called the meeting to order at 6:01 pm
- B. Roll Call of Members – All members are present except C. Provencio. A quorum is established.
- C. Approval of Agenda – S. Aquino requested information about responding to complaints that have been received from faculty. After some discussion, G. Elliott said the subject could be discussed during the report on collective bargaining. A few typos were identified and will be corrected in the final public agenda. G. Crane moved to approve the agenda. Second by C. Williams. Motion passed unanimously and the agenda was approved.
- D. Approval of Minutes – No minutes were submitted for approval.
- E. Announcements – Business Manager Kate Shelton announced that she would be leaving her position at K12 Accounting and therefore Alma d'arte effective June 28, 2019. She said she had enjoyed five and a half years with the company and her decision came from personal considerations. She said she will miss working with company colleagues and staff at Alma. G. Elliott said how much we had enjoyed her and her work. The GC wished her well in days to come.  
G. Elliott said that K12 owner, Rebekah Runyon, said that there would be no lapse in their service. She will serve as business manager through July and the new manager will assume duties, August 1. He is Randy Frye who is just retiring from the NMSU Foundation.

#### II. Public Comment

No one wished to comment except Principal H. Schullo who introduced and welcomed PEC Chairwoman Patti Gipson. Dr. Schullo said she appreciated the help Ms. Gipson had given the school in trying to correct some deficiencies.

#### III. Current Business

- A. Report from PEC Meeting, Friday, 6-14-19 -- G. Elliott reported the actions taken at the last PEC on June 14. The PEC is still not satisfied that our Corrective Action Plans (CAPs) for Special Education (SPED) and English Language Learners (ELL) are what is needed to meet the requirements of the SPED and ELL state bureaus. To that end, the PEC will be issuing a Notice of Breach to Alma which is one step below signaling a need to revoke the Alma charter. In addition, the PEC is saying that Alma's governance policies, procedures and operations do not meet standards that they should meet. P. Gipson reported that PEC is seeking quotes for the provision of two types of services that should help: an operational audit that will identify governance and administrative needs for correction and coaching help for the improvement of SPED and ELL programs. G. Elliott stated that this is the first time, to his knowledge, that the PEC has offered this kind of assistance to a charter school. P. Gipson agreed that it was. C. Williams asked if the problems with SPED and ELL compliance prompted the operational audit, P. Gipson answered yes.
- B. Status of CAPs for SPED and ELL -- G. Elliott stated that a key part of the PEC action dealt with the status of CAPs for these two areas. He reported that Dr. Schullo has made contact with key people in each of the two bureaus and will be getting assistance for the

revision of the CAPs. The critical target is to get the assistance and the CAPs revised for the PEC deadline of August 12.

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C. Report on Collective Bargaining Session – Chairman Elliott reported that the first negotiation session was held in the afternoon prior to the GC meeting. He said that the team from the union was chaired by Ray Padilla. He introduced two members of the faculty team, Rowena St. Clair and Katheryn Cady who were present. The delegates from the administration are Dr. Schullo, Dr. Lere and himself. Negotiations will continue at sessions scheduled for alternate days of the week until concluded. G. Elliott said that most of the articles will be carried over from the current contract.

D. Student Recruitment Task Group -- Chairman Elliott outlined the need for increased recruitment efforts, particularly since LCPS has terminated direct recruiting in the middle schools.

He said the group should have representation from the GC, faculty, students, parents and the community. He named C. Williams, G. Crane and S. Aquino to be the GC members. Ray Padilla and Rowena St. Clair will represent the faculty who will help identify at least two students. Jo Galvan Nash, who was in attendance, will serve as the community member. G. Elliott said the group needs help in identifying two students and two parents. The group will meet for the first time in the following week and work aggressively to attract as many new students as possible before the start of the semester.

E. Proposed Surveys – Faculty, Students, Parents – S. Aquino, who volunteered to explore content, methods, etc. for surveys needed to help the GC and administration knowing what respondents expect of Alma in the future, distributed a summary of suggestions that he and C. Provencio had prepared for consideration. He discussed the need for tailoring surveys to each audience. He said that in all fairness to Dr. Schullo, we need to focus on aspects of her job description so the GC and she would know her impact on each group. He mentioned the survey done in March by GC member Caroe. G. Crane said that we have not had access to the data and that it probably would be best to start over. S. Aquino said it would be better to get faculty opinions before we conduct any evaluation of Dr. Schullo. C. Williams pointed out that we do have the opinions of Dr. Lere from his time observing operations. S. Aquino invited any action the GC wished to take on their suggestions for the principal's evaluation. After much discussion about details, C. Williams moved to authorize S. Aquino and C. Provencio to continue developing instruments and methods to effectively evaluate the Principal/CAO's performance and to report progress/results at the next special or regular GC meeting. Second by G. Crane. Motion was unanimously approved.

F. Closed Executive Session -- C. Provencio moved and S. Aquino seconded a motion to move to a Closed Executive Session to discuss personnel matters as provided by law. Approval was unanimous. All Non-GC members, except for Dr. Lere, were invited to leave the room.

G. Return from Executive Session – G. Crane moved to return from Executive Session where personnel issues were discussed but no action was taken. Second by C. Williams. All voted in favor of the motion.

H. Approval of Principal/CAO 2019-2020 Contract – C. Provencio moved that the approval of the Principal/CAO contract for 2019-2020 be deferred to a called special meeting of the GC on June 28, 2019. The motion was seconded by C. Williams. With no discussion the vote to approve the motion was unanimous.

#### IV. Past Business

A. Monthly Administrative Report

Principal/CAO H. Schullo began her report by commenting on the conference she recently attended in Albuquerque on innovation in education. She said that if even parts of what was discussed come to fruition, there will be big changes in education in New Mexico.

For instance, there was discussion of using only the SAT or ACT tests to demonstrate competency. And all assessments will be more culturally sensitive to accommodate students' experiences. Exemplary schools such as Amy Bie Charter High School reflects what we are doing and attempting to do here at Alma.

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B. Monthly Financial Report

Giving her final report to the GC, departing business manager Kate Shelton, reviewed the packet of information provided to all members via email prior to the meeting. She explained the year-end Bars and the adjustments they made to wrap-up the year and determine the carry-over. C. Williams moved and S. Aquino seconded a motion to approve BARs 42-I, 43-D and 44-I. The motion carried without objection. S. Aquino moved to accept the schedule of payables and payroll for the month.

Second by G. Crane. All voted in favor of the motion. C. Williams asked the status of the insurance claim. K. Shelton said that she had the form needing the GC President's signature which she will get tonight. That is the final step of filing the claim. She reported the projected cash carry-over will be approximately \$300,000 and the estimated insurance claim proceeds should be about \$155,000.

**V. Future Business**

A. Strategic Planning -- Chairman Elliott said that he is personally committed to developing a strategic plan for Alma this year so the school can start 2020-2021 operating under the plan. He will propose a schedule and method for developing the plan at future meeting. School founder Irene Oliver-Lewis asked to address the GC. She offered to engage and pay for a consultant to assist the council with development of the strategic plan. Her gracious offer was accepted.

B. Parent Involvement -- S. Aquino expressed the need for developing positive efforts to increase involvement at Alma. Others agreed and that a discussion of the issue should be held very soon.

C. GC Advisory Committee -- S. Aquino also discussed the benefits of creating a committee of diverse individuals to advise the Governance Council in its future direction.. This will also be discussed at another meeting to bring it into existence.

**VI. Next Meeting Agenda Items** -- None listed

**VII. Adjournment** -- The GC approved a motion by G. Crane and seconded by C. Williams to adjourn the meeting at 8:26 pm.

Respectfully Submitted,

Carolyn Williams  
Secretary