



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Minutes

Regular Meeting, Monday, July 20th, 2020 @ 6:00 pm
Alma d'arte Charter High School, Via Google Meet

COUNCIL MEMBERS

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 6:07pm
- B. Roll Call of Members – Members present are: R. Fitzherbert, M. Rodriguez, R. Padilla, R Banegas, and P. Dulin. Also present are: K. Martinez, Principal/CAO, A. Lerner, Business Manager, and P. Hernandez, GC reporter/Registrar
- C. Approval of Agenda – R. Fitzherbert asked the approval of minutes of 5-18-20 & 6-15-20 be tabled until next meeting. R. Padilla made a motion to approve the agenda as amended. P. Dulin seconded the motion to approve. Membership voted as follows: M. Rodriguez – yes, R. Padilla – yes, R. Banegas – yes, P. Dulin – yes, R. Fitzherbert – yes. The majority voted in favor and the agenda was approved.
- D. Disclosure of any Conflicts of Interest – R. Fitzherbert asked the GC if anyone had any conflict of interest with any of the agenda items. None were had by any members.
- E. Approval of May 18th, 2020 Regular Meeting Minutes – tabled until next meeting
- F. Approval of June 15th, 2020 Regular Meeting Minutes – tabled until next meeting
- G. Approval of July 9th, 2020 Special Meeting Minutes – P. Dulin made a motion to accept the 7-9-20 minutes as published. R. Padilla seconded the motion to accept. Membership voted as follows: M. Rodriguez - yes, R. Padilla - yes, R. Banegas – yes, P. Dulin – yes, R. Fitzherbert - yes. All voted in favor and the agenda was approved.
- H. Announcements
 - a. Continuation of current Collective Bargaining Agreement until 30 June 2021- R. Fitzherbert announced that the current Collective Bargaining Agreement is still current and will be open for re-negotiation in the spring of 2021.
 - b. FY19-20 Financial Audit Start – This year's financial audit will begin on Wednesday July 23, 2020

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. Audit Committee Appointments (G) – K. Martinez mentioned she would work on getting a few parents for the audit committee.
- B. Discussion and vote for approval of modified 2020-2021 Salary Schedule (G) – K. Martinez asked the GC to go from a 1% increase to a 2% increase. Reasons for this are because they will need to continue PD during covid and work continuously to develop online methods for teaching as well as Monitoring Lunch once we enter into the hybrid schedule for returning to school. A. Lerner explained to the group how it will impact the budget. P. Dulin made a motion to approve both the Teacher and EA salary schedules. R. Padilla seconded the motion to approve. Membership voted as follows: M. Rodriguez – yes, R. Padilla – yes, R. Banegas – yes, P. Dulin – yes, R. Fitzherbert – yes. The majority voted in favor and the salary schedules were approved.
- C. Status of Policies/Procedures Review & Third Read and Vote to Accept of Updated Policies (G) – tabled until the next meeting.

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 June 30th, 2020 – A. Lerner presented BARs for approval and the Financial Packet for the month.
2. BAR's Approval –P. Dulin made a motion to approve BARs 001-M & 002-T, R. Padilla seconded the motion to approve. Membership voted as follows: M. Rodriguez – yes, R. Padilla – yes, R. Banegas – yes, P. Dulin – yes, R. Fitzherbert – yes. The majority voted in favor and the BARs were approved.
 - i. BAR 511-001-2021-001-M CARES ACT
 - ii. BAR 511-002-2021-002-T CARES ACT
3. Payroll and Accounts Payable Acceptance – P. Dulin made a motion to approve accounts payable and cash disbursements for June. R. Padilla seconded the motion. Membership voted as follows: M. Rodriguez – yes, R. Padilla – yes, R. Banegas – yes, P. Dulin – yes, R. Fitzherbert – yes. The majority voted in favor and the financial statements and cash disbursements were approved.
4. Discussion and Vote for Approval of Electronic Signature Authorization for Bank Account – A. Lerner explained to the group that currently it is a good idea to allow electronic signatures for banking and on checks beginning next month. R. Padilla made a motion to approve a procedure for electronic signatures for banking business. M. Rodriguez seconded the motion. Membership voted as follows: M. Rodriguez – yes, R. Padilla – yes, R. Banegas – yes, P. Dulin – yes, R. Fitzherbert – yes. The majority voted in favor and the procedure was approved.

B. Monthly Administrative Report (A)

1. COVID-19 Re-entry Plan Presentation/Discussion – K. Martinez spoke about how much uncertainty there was in the past month regarding re-entry to school. After speaking to Faculty, staff, parents and GC members she has decided to begin school remotely on August 3rd for at least the first quarter. (9 weeks) Canvas will be the learning platform. Originally we were going to purchase Canvas for \$5,000 for a 3 year commitment but in the end we will be receiving it free from the State. On July 30 and 31st we will be bringing in Parents and students to pick up schedules and technology. They will also be able to meet and greet with parents and teachers. (Of course following all safety and self-distancing procedures)
 - a. Parental/Student Notification Update – All parents and students have been informed about the school's official statement via the school website and social media pages.
2. Student Enrollment Status/Changes – We have to date about 30 new students. This brings us back to 131 enrolled students.
3. Faculty/Staff Changes/News – New staff members are: J. Vinson – Math, J. White – Science, L. Milo – SPED EA, M. Larkin – Kitchen Manager
4. Update on Contracted Positions (if available) - K. Martinez has asked Mike Davis to stay on and continue recruitment efforts for Alma d'arte.
5. Equity Council Update – K. Martinez and Ramon Padilla are working to get information and a survey for the equity council submitted to the state by 7-31-20.

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 – May 18th & June 15th minutes approval, E-signature approval/status, Policy for COVID-19 leave for staff, McKinney-Vento status update.
- B. Current Business - Status of Policies/Procedures Review & Third Read and Vote to Accept of Updated Policies (G)
- C. Past Business

VII. Adjournment –P. Dulin made a motion to adjourn the meeting. Chairman Fitzherbert adjourned the meeting at 7:28pm

**** (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.*