



Board Meeting Minutes
402 W. Court Ave., Las Cruces, NM 88005
Location: Auditorium
Date: January 27, 2024
5:00 pm

I. Introduction

Presiding:

Time: 5:01 PM

1. Call to Order
2. Pledge of Allegiance
3. Salute to New Mexico

4. Roll Call

Richelle Peugh-Swofford, President	Present X	Absent __	Tardy __
Kimberly Skaggs, Vice President	Present __	Absent X	Tardy __
Sherri Hursey, Secretary	Present X	Absent __	Tardy __
Martin Swafford, Treasurer	Present X	Absent __	Tardy __
Caesar Alvarez, Member	Present __	Absent X	Tardy __
Alan Ramirez II, Member	Present X	Absent __	Tardy __

5. Conflict of Interest Disclosures as may be applicable.
None

6. Acceptance and Approval of Agenda.

Motion: to approve the agenda.

1st Alan Ramirez II

2nd Martin Swafford

Vote:

Richelle Peugh-Swofford, President	Yes	__	No	__	Abstention	__
Kimberly Skaggs, Vice President	Yes	__	No	__	Abstention	__
Sherri Hursey, Secretary	Yes	X	No	__	Abstention	__
Martin Swafford, Treasurer	Yes	X	No	__	Abstention	__
Caesar Alvarez, Member	Yes	__	No	__	Abstention	__
Alan Ramirez II, Member	Yes	X	No	__	Abstention	__

Motion approved 3-0

7. Acceptance of December 16, 2024, Meeting Minutes.
Motion: to approve December 16, 2024, meeting minutes.

1st Alan Ramirez II

2nd Sherri Hursey

Vote:

Richelle Peugh-Swofford, President	Yes	___	No__	Abstention __
Kimberly Skaggs, Vice President	Yes	___	No__	Abstention __
Sherri Hursey, Secretary	Yes	X	No__	Abstention __
Martin Swafford, Treasurer	Yes	X	No__	Abstention __
Caesar Alvarez, Member	Yes	___	No__	Abstention __
Alan Ramirez II, Member	Yes	X	No__	Abstention __

Motion approved 3-0

8. Governing Council Member Training Update

a. Members Training

1. Governing Council Members Training

Richelle Peugh-Swofford, Martin Swafford, and Kimberly Skaggs have completed all training.

Sherri Hursey and Alan Ramirez II are having technical difficulties that are being worked on.

9. Board Reorganization – Board Chair

President: Richelle Peugh-Swofford

Vice President: Kimberly Skaggs

Secretary: Martin Swafford

Treasurer: Alan Ramirez II

Motion: to accept the slate of officers as presented.

1st Alan Ramirez II

2nd Sherri Hursey

Vote:

Richelle Peugh-Swofford, President	Yes	___	No__	Abstention __
Kimberly Skaggs, Vice President	Yes	___	No__	Abstention __
Sherri Hursey, Secretary	Yes	X	No__	Abstention __
Martin Swafford, Treasurer	Yes	X	No__	Abstention __
Caesar Alvarez, Member	Yes	___	No__	Abstention __
Alan Ramirez II, Member	Yes	X	No__	Abstention __

Motion approved 3-0

10. Public Comment – Please follow Alma d’Arte Guidelines for Community Members (Two minutes per speaker, 30-minutes for all speakers. No action will be taken.)

1. Jana Holguin

2. Janet van Coblign – Online

11. Executive Session to Discuss Limited Personnel Matters Pursuant to 10-15-1 (H)(2)(H) of the New Mexico Open Meetings Act.

Motion: To Enter Executive Session

Time: 5:16 PM

1st Alan Ramirez II

2nd Martin Swafford

Vote:

Richelle Peugh-Swafford, President	Yes	___	No	___	Abstention	___
Kimberly Skaggs, Vice President	Yes	X	No	___	Abstention	___
Sherri Hursey, Secretary	Yes	X	No	___	Abstention	___
Martin Swafford, Treasurer	Yes	___	No	___	Abstention	___
Caesar Alvarez, Member	Yes	___	No	___	Abstention	___
Alan Ramirez II, Member	Yes	X	No	___	Abstention	___

Motion approved 3-0

Motion: To Exit Executive Session

Time: 6:03 PM

1st Martin Swafford

2nd Alan Ramirez II

Vote:

Richelle Peugh-Swafford, President	Yes	___	No	___	Abstention	___
Kimberly Skaggs, Vice President	Yes	___	No	___	Abstention	___
Sherri Hursey, Secretary	Yes	X	No	___	Abstention	___
Martin Swafford, Treasurer	Yes	X	No	___	Abstention	___
Caesar Alvarez, Member	Yes	___	No	___	Abstention	___
Alan Ramirez II	Yes	X	No	___	Abstention	___

Motion approved 3-0

12. Monthly Financial Report (Chris Masters)

- a. Finance Committee Report – presented by Martin Swafford
- b. Review and approval of financial reports and accounts payable
- c. Review and approval of payroll
- d. Review and approval of Budget Adjustment Requests (BAR) (as needed)
- e. Acceptance and approval of Line of Credit with Century Bank

13. Monthly Administrative Report

- a. Monthly Principal's Update Report – Presented by Dr. Adam Amador
 - i. Recognition
 1. Exit from School Improvement Designation
 - ii. Charter School Fair – Feb 1
 - iii. Charter School Dat at the Capitol – Feb 10th
 - iv. Early College Designation Conversation
 1. HTRM
 2. ART
 - v. CAP Update
 - vi. Academic Requirements and Graduation Requirements
 1. Course Descriptions
 2. Academic and Art Form Handbook
 - vii. Activities
 1. Feb 28th Ribbon Cutting and Gala
 - a. Irene Oliver-Lewis Centre for the Arts Dedication
 - b. VIP preview of Alma Student Gallery

- 2. March 1st – Court Junior High Alumni
 - a. Grand Opening Alma Student Gallery

14. New Business

- a. Timeline for Grievance Policy
 - i. Amend Grievance Policy
 - Motion:** to add a 30-day timeline for grievance policy

1st Alan Ramirez II

2nd Martin Swafford

Vote:

Richelle Peugh-Swafford, President	Yes	___	No	___	Abstention	___
Kimberly Skaggs, Vice President	Yes	___	No	___	Abstention	___
Sherri Hursey, Secretary	Yes	X	No	___	Abstention	___
Martin Swafford, Treasurer	Yes	X	No	___	Abstention	___
Caesar Alvarez, Member	Yes	___	No	___	Abstention	___
Alan Ramirez II, Member	Yes	X	No	___	Abstention	___

Motion approved 3-0

- b. Approve Student and Staff Handbook
 - i. Alma
 - ii. LCPS – Addition (Discipline Matrix – Academics)

Motion: To approve the Student Handbook and adopt the LCPS Discipline procedures

Amended Motion: To approve the Student Handbook and adopt the LCPS Discipline with procedures as needed.

1st Alan Ramirez II

2nd Martin Swafford

Vote:

Richelle Peugh-Swafford, President	Yes	___	No	___	Abstention	___
Kimberly Skaggs, Vice President	Yes	___	No	___	Abstention	___
Sherri Hursey, Secretary	Yes	X	No	___	Abstention	___
Martin Swafford, Treasurer	Yes	X	No	___	Abstention	___
Caesar Alvarez, Member	Yes	___	No	___	Abstention	___
Alan Ramirez II, Member	Yes	X	No	___	Abstention	___

Motion approved 3-0

- c. Approve Academic Policy

Motion: to approve the Academic Policy as presented to the PEC with any changes that may be recommended by the PEC.

1st Alan Ramirez II

2nd Martin Swafford

Vote:

Richelle Peugh-Swafford, President	Yes	___	No	___	Abstention	___
Kimberly Skaggs, Vice President	Yes	___	No	___	Abstention	___
Sherri Hursey, Secretary	Yes	X	No	___	Abstention	___
Martin Swafford, Treasurer	Yes	X	No	___	Abstention	___
Caesar Alvarez, Member	Yes	___	No	___	Abstention	___
Alan Ramirez II, Member	Yes	X	No	___	Abstention	___

Motion approved 3-0

d. Approve Food Services Kitchen Policy Adoption

i. LCPS Addition

Motion: to adopt the Food Services Policy from LCPS

1st Martin Swafford

2nd Alan Ramirez II

Vote:

Richelle Peugh-Swafford, President	Yes	___	No__	Abstention ___
Kimberly Skaggs, Vice President	Yes	___	No__	Abstention ___
Sherri Hursey, Secretary	Yes	X	No__	Abstention ___
Martin Swafford, Treasurer	Yes	X	No__	Abstention ___
Caesar Alvarez, Member	Yes	___	No__	Abstention ___
Alan Ramirez II, Member	Yes	X	No__	Abstention ___

Motion approved 3-0

e. Review and Update Board Policy

i. Time of Meetings

Motion: to amend our bylaws so that the time of the meeting will be determined by the current board members

1st Alan Ramirez II

2nd Martin Swafford

Vote:

Richelle Peugh-Swafford, President	Yes	___	No__	Abstention ___
Kimberly Skaggs, Vice President	Yes	___	No__	Abstention ___
Sherri Hursey, Secretary	Yes	X	No__	Abstention ___
Martin Swafford, Treasurer	Yes	X	No__	Abstention ___
Caesar Alvarez, Member	Yes	___	No__	Abstention ___
Alan Ramirez II, Member	Yes	X	No__	Abstention ___

Motion approved 3-0

15. Future Business / Next Meeting Agenda Items for Discussion or Revision

- Academic Requirements and Graduation Requirements
- BARs

Motion: to table #13-6 Academic Requirements and Graduation Requirements until the next meeting February 24, 2025.

1st Alan Ramirez II

2nd Martin Swafford

Vote:

Richelle Peugh-Swafford, President	Yes	___	No__	Abstention ___
Kimberly Skaggs, Vice President	Yes	___	No__	Abstention ___
Sherri Hursey, Secretary	Yes	X	No__	Abstention ___
Martin Swafford, Treasurer	Yes	X	No__	Abstention ___
Caesar Alvarez, Member	Yes	___	No__	Abstention ___
Alan Ramirez II, Member	Yes	X	No__	Abstention ___

Motion approved 3-0

16. Next Board Meeting: February 24, 2025, 2025, at 5pm

17. Adjourn

Time: 5:58 PM

Motion:

1st Alan Ramirez II

2nd Sherri Hursey

Vote:

Richelle Peugh-Swofford, President	Yes	___	No___	Abstention ___
Kimberly Skaggs, Vice President	Yes	___	No___	Abstention ___
Sherri Hursey, Secretary	Yes	X	No___	Abstention ___
Martin Swafford, Treasurer	Yes	X	No___	Abstention ___
Caesar Alvarez, Member	Yes	___	No___	Abstention ___
Alan Ramirez II, Member	Yes	X	No___	Abstention ___

Motion approved 3-0

Richelle Peugh-Swofford or Designee

Date

GOVERNING COUNCIL POLICY: BYLAWS ARTICLE III – MEETINGS; (G) Conduct of Business; pg. 5

1. Tie Votes -- In the case of any tie vote by the GC membership, either by quorum attendance at the meeting or by the number of permanent members, the President shall cast the deciding vote. Otherwise, the President shall not vote.