



Alma d'Arte Charter High School is the pre-eminent center for artistic and academic excellence in preparing students for post-secondary education and successful living in a global community.

Council Members

Kimberly Skaggs | Richelle Peugh-Swofford | Alan Ramirez II
Sherri Hursey | Caesar Alvarez | Martin Swafford
Dr. Adam Amador, Chief Academic Officer

Governance Council Meeting Minutes

MEETING ON MONDAY, FEBRUARY 24, 2025 called to order at 5:00 PM

Location: ALMA D'ARTE CHARTER HIGH SCHOOL

IRENE OLIVER LEWIS CENTER FOR THE ARTS 402 WEST COURT AVENUE
LAS CRUCES, NEW MEXICO

1. Call to Order
2. Pledge of Allegiance.
3. Salute to New Mexico.
4. Roll Call of Members to Establish Quorum. Kimberly Skaggs, Richelle Peugh-Swofford, Alan Ramirez II, and Martin Swafford present. Quorum established. Unanimous approval means Skaggs, Peugh-Swofford, Ramirez II and Swafford all voted to approve.
5. Conflict of Interest Disclosures as may be applicable: None
6. Acceptance and Approval of Agenda: Skaggs made motion to accept and approve, Ramirez II seconded. Accepted unanimously. Motion passed.
7. Acceptance and Approval of January 27th Meeting Minutes: Ramirez II made a motion to accept and approve, Swafford seconded. Peugh-Swofford, Ramirez II, and Swafford voted to accept with new role positions updated with Ramirez II as Treasurer and Swafford as Secretary. Skaggs abstained. Motion passed.
8. Governing Council Member Training Update:
 - a. Members Training – Peugh-Swofford and Swafford completed. Ramirez II has about one more module to complete. Skaggs is checking on her status since the report did not look right.
9. Public Comment – One person made public comment in person. No one online indicated a desire to make public comment during this part of the agenda.
10. Governing Board Comments
 - a. February 21 PEC Meeting: Peugh-Swofford and Swafford made public comment in person. Skaggs, an Alma teacher, and students made public comment online for the PEC meeting
11. Consent Agenda: Skaggs made motion to approve. Swafford seconded. Skaggs, Peugh-Swofford, and Swafford approved, Ramirez II abstained. Motion passed.
 - a. Approval of August 5th Agenda Items
 - i. a. Approval of PO's
 - ii. b. Approval of Contract Services
 - iii. c. Approval of Board Member(s)
 - iv. d. Approval of Lease Assistant Grant Application
12. Executive Session to Discuss Limited Personnel Matters Pursuant to 10-15-1 (H)(2)(H) of the New Mexico Open Meetings Act: Skaggs made motion to go into Executive Session, Ramirez II seconded. Unanimous approval. Motion passed.

- a. Possible / Pending Litigation
- b. Personnel

Ramirez II made motion to end Executive Session, Skaggs seconded. Unanimous approval. Motion passed.

13. Monthly Financial Report provided by Chris Masters

- a. Finance Committee Meeting Update
- b. Review and approval of financial reports and accounts payable: Ramirez II made motion to approve, Swafford seconded. Unanimous approval. Motion passed.
- c. Review and approval of payroll: Swafford made motion to approve, Ramirez II seconded. Unanimous approval. Motion passed.
- d. Review and approval of Budget Adjustment Requests (BAR): Skaggs made motion for BAR 511-000-2425-0017-IB and BAR 511-000-2425-0016-I to be approved, Ramirez II seconded. Unanimous approval for both BARs. Motions passed.
- e. Discussed Line of Credit with Century Bank – terms not final yet.
- f. Still cleaning up Financial information from the last 7 years when there was embezzlement of around \$250k.

14. Monthly Administrative Report – Dr. Amador updated us on all the following agenda items:

- a. Monthly Principal's Update Report. (A)
 - i. Recognition
 - 1. Exit from School Improvement Designation
 - ii. EOY - MOY DATA
 - 1. Growth
 - 2. Support
 - iii. Charter School Fair - Feb 1
 - 1. Excellent participation over 50 signups for information
 - iv. CAP Update
 - 1. Move to March PEC Meeting
 - 2. Adjustments to CAP and Site Visit
 - 3. Excellent Site Visit - Excellent Feedback
 - a. All star students and staff
 - b. PEC Meeting 2-21
 - i. Feedback from Students, staff and GC
 - v. Academic Requirements and Graduation Discussion
 - 1. Course Descriptions
 - 2. Academic and Art From Handbook
 - vi. Activities
 - 1. February 19th - NMSU Financial Aid - FAFSA - Seniors
 - 2. March 5th Taste of Alma
 - 3. May 9th Ribbon Cutting and Gala
 - a. Irene Oliver-Lewis Center for the Arts Dedication
 - b. VIP preview of Alma Student Gallery
 - 4. May - Court Junior High Alumni
 - a. Grand Opening Alma Student Gallery

15. New Business

- a. Executive Marketing - Diandra Barnwell Presentation was delivered online by Ms. Barnwell.
- b. Approve of Contract for executive marketing: Skaggs made a motion to approve contract to start on 03/01/25 with a 10% commission for Ms. Barnwell, Ramirez II seconded. Unanimous approval. Motion passed.
- c. Approve to search for CPA / Finance Consultant: Ramirez II made the motion to approve the search for a CPA/Finance Consultant, Swafford seconded. Unanimous approval. Motion passed.

- d. Approval of Contract for Nursing Services - Beatriz Ibarra: Skaggs made motion to approve Nursing Service contract, Ramirez II seconded. Unanimous approval. Motion passed.
- 16. Future Business/Next Meeting Agenda Items for Discussion or Revision
 - a. Audit / Finance Committee Assignments
- 17. NEXT BOARD MEETING: March 24, 2025
- 18. Adjournment: Ramirez II motioned for adjournment, Skaggs seconded. Unanimous approval. Motion passed at 0632pm.