

Minutes approved on December 2, 2017

**Albuquerque Collegiate Charter School
Governing Board Meeting Minutes
October 28th, 2017**

Member	Present	Not Present
Scott Hughes	X	
Tomas Garcia	X	
Katie Rarick	X	
Joshua Gallegos	X	
Cindy Al-Aghbary	X	
Beverly Cruz	X	
Brandon Meyers	X	
Rosa Pynes	X	

Also Present: Elisa Cundiff, Rachel Sowards Sue Walsh

- I. Call to Order-** The meeting was called to order at [9:04 am]. It was determined there was a quorum.
 - a. Roll Call-** Introductions made
 - b. Approval of Agenda-** A motion was made by [Brandon] and seconded by [Rosa] to approve the agenda. The motion [Passed] 8-0

- II. Public Input**
 - a. Thanks from Sue Walsh – happy to facilitate community action planning, excited to be here and continue
 - b. Rachel Sowards– Review committee from charter app, felt inspired, now a BES fellow as a result and excited to move forward
 - c. Elsia Cundiff Collegiate charter in Santa Fe – excited to be here

- III. Approval of Bylaws and Board Membership Terms-**
 - a. Bylaws-** A motion was made by [Tomas Garcia] and seconded by [Cindy] to approve the bylaws. The motion [Passed] 8-0
 - Member comments in regard to board term approval:
 1. Proposed Chair Hughes proposes out- of - bag draw to determine board term – no objections
 - b. Board Membership Terms:**
 - Members serving 3-years terms: [Joshua Gallegos, Brandon Meyers, Beverly Cruz]
 - Members serving 2-year terms: [Scott Hughes, Katie Rarick, Rosa Pynes]
 - Members serving 1-year terms: [Cindy Al- Aghbary, Tomas Garcia]

- IV. Approval of Officers-**

The nominations for the position of Chair include [Scott Hughes].
The nominations for the position of Vice Chair include [Tomas Garcia].

The nominations for the position of Treasurer include [Katie Rarick].
The nominations for the position of Secretary include [Joshua Gallegos].

The appointment of [Scott] to the position of Chair passed, [8-0].
The appointment of [Tomas] to the position of Vice Chair passed, [8-0].
The appointment of [Katie] to the position of Treasurer passed, [8-0].
The appointment of [Joshua] to the position of Secretary passed, [8-0].

V. Approval of Board Meeting Annual Calendar-

Comments: meetings can continue at Modrall Sperling Law Offices – plan is to post phone number on the door and set out chairs for accommodating public members for attending meeting OMA for planning year until we use our own school facility – proposes Saturday Mornings 9:00 am – 11:00 am first Saturday of each Month

a. Board as follows:

- December Meeting: [December 2, 2018]
- January Meeting: [January 6, 2018]
- February Meeting: [February 3, 2018]
- March Meeting: [March 3, 2018]
- April Meeting: [April 7, 2018]
- May Meeting: [May 5, 2018]
- June Meeting: [June 2, 2018]

The motion to pass dates above until June 30th, 2018 (end of fiscal year) A motion was made by Katie and seconded by Cindy [passed] [8-0].

Motion for discussion: plan to review meeting time in February 2018 and vote for meetings for start of fiscal from July 1, 2018

VI. Approval of Committee Members-

The nominations for the Governance Committee include [Scott Hughes, Cindy Hughes].
The nominations for the Finance Committee include [Katie Rarick, Beverly Cruz].
The nominations for the Audit Committee include [Joshua Gallegos, Brandon Meyers].
The nominations for the Academic Achievement Committee include [Rosa Pynes, Tomas Garcia].

The appointment of [Scott Hughes, Cindy Hughes] to the Governance Committee passed, [8-0].
The appointment of [Katie Rarick, Beverly Cruz] to the Finance Committee passed, [8-0].
The appointment of [Joshua Gallegos, Brandon Meyers] to the Audit Committee passed, [8-0].
The appointment of [Rosa Pynes, Tomas Garcia] to the Academic Achievement Committee passed, [8-0].

VII. Approval of Policies

- a. **IPRA-** A motion was made by [Tomas Garcia] and seconded by [Brandon Meyers] to approve the IPRA policy. The motion [passed] 8-0 *note that policy will be reviewed

in the future –motion from Tomas, to review second by Beverly – passed – 8-0
comments: address and fax number once acquired

- b. Conflict of Interest and Nepotism-** A motion was made by [Tomas Garcia] and seconded by [Brandon Meyers] to approve the Conflict of Interest and Nepotism policy. The motion [passed] [8-0].
 - Discussion point: Cindy – recommendations for more specificity under financial interest
 - Tomas recommends that we could leave something out by being too specific
 - Rec. that we consider creating new procedural outline for processes in regard to gifts as well as an addendum within governance committee to fine tune meaning behind immediate family member or significant/romantic details
- c. Background Check-** A motion was made by [Beverly Cruz] and seconded by [Tomas Garcia] to approve the Background Check policy. The motion [passed] 8-0).
 - Fingerprints included and does not need to be specified
- d. FERPA-** A motion was made by [Cindy Al - Aghbary] and seconded by [Katie Rarick] to approve the FERPA policy. The motion [passed] [8-0].
- e. Grievance-** A motion was made by [Brandon Meyers] and seconded by [Beverly Cruz] to approve the Grievance policy. The motion [passed] [8-0].
- f. Volunteer-** A motion was made by [Brandon Meyers] and seconded by [Tomas Garcia] to approve the Volunteer policy. The motion [passed] [8-0].
 - Clarify B:3 – does not need to include fingerprints – PED includes this

VIII. Other Business- Committee Action Planning Discussion

- a. Sue Walsh facilitated committee action planning

IX. Updates

- a. Founder provided an update on facilities, planning reporting requirements

- X. Adjournment:** Motion made by [Tomas] to adjourn and seconded by [Brandon]. Passed [8-0], adjourned [12:58pm].