

AGENDA

Albuquerque Collegiate Charter School Governing Board Meeting

Saturday 5, 2018| Time: 8:00am

Northwestern Mutual Offices (8220 San Pedro Dr NE Suite #505, Albuquerque, NM 87113)

- I. Opening Business
 - A. Call to Order - 8:05 AM
 - B. Roll Call

Scott Hughes	x
Joshua Gallegos	x
Beverly Cruz	x
Matthew Callahan	x
Rosa Pynes	x
Brandon Meyers	x
Tomas Garcia	
Cynthia Al-Aghbary	x

C. Vote to Approve Agenda – Motion to approve agenda: Brandon M. Second: Cindy
Agenda approved vote: 7 for - 0 against

D. Vote to Approve 4.7.18 Meeting Minutes – Motion to approve agenda: Rosa Second:
Cindy vote: 7 for - 0 against

II. Public Input (10-minute time limit) – No public comment given.

III. Action Items

A. PowerSchool Contract

PowerSchool is a student info system/database – basic student info and Special Ed Services, case load, IEP etc. – can be costly upfront for training and set up – additional services will be provided through EdTec – this system is largely used around state – positive feedback for communicating with state system - Motion to approve PowerSchool contract: Brandon Second: Rosa - **vote: 7 for - 0 against - approved**

B. Employee Contract Templates

Motion to approve Stipend Contract for Certified Instructors: Cindy Second: Matt **vote: 7 for -0 against – approved**

Motion to approve Certified Instructor Contract: Joshua Second: Rosa vote: **7 for -0 against - approved**

C. 2018-2019 Academic Calendar Approval

Motion to approve calendar: Brandon Second: Cindy **7 for -0 against - approved**

D. 2018-2019 Calendar Check Approval

Board review of calendar check – ACCS Board acknowledges Calendar Check – and understands that we will have quite a few hours in excess – 180 /990 hours vs. 1218 hours

E. 2018-2019 Operating Budget

Discussion:

Staffing structure is affordable along with other expenses (legal, building, EdTEc) - CSP funds (about 300K) will be used in first year costs for example desks, books – start up pieces are pulled out - funded solely based on min amount of rev – first year only – year 1 projections will help year 2 – we can get these funds after 40 days - we are going to be extra conservative

Motion to approve proposed budget to be submitted to PED: Beverly Second: Brandon vote: 7 for -0 against - approved

F. Governing Board Policies Manual Approval

Motion to approve Distance Learning Policy : Joshua Second Cindy: 7 for -0 against - approved

Motion to approve Dual Credit Policy: Brandon: Second: Cindy vote: 7 for -0 against - approved

Motion to approve Grade Change Policy : Joshua Second: Brandon vote: 7 for -0 against - approved

Motion to approve Response to Intervention Policy: Cindy Second: Rosa vote: 7 for -0 against - approved

Motion to approve Staff Discipline Policy: Rosa Second: Cindy vote: 7 for -0 against - approved

Motion to approve Student Discipline Policy: Matt second: Brandon vote: 7 for -0 against - approved

Motion to approve Tobacco, Drug, and Alcohol Free Campus Policy: Cindy second: vote: 7 for -0 against - approved

G. Salary Minimums Acknowledgement

The Board has approved at 10 percent above minimum, Board has acknowledge we meet standard minimum and head admin has signed

IV. Information Items

A. Finance Committee Report

1. Questions for EdTec Account Manager

Finance committee will meet next few weeks and plan a monthly meeting with EdTec

B. Governance Committee Report

1. Board Training (Finance: EdTec)

Board training – 2 more hours needed PD req for year, Katie Rarick (EdTec) is now certified and can provide training – open to all board members at New Mexico Athletics Association lunch 11:30 – 1:30 – sometime in May and also at Charter School Conference in June

2. Clarification on Meeting Minutes Procedures

Minute draft must be ready within 10 working days after board meeting

C. Academic Achievement Committee Report:

1. Update on Enrollment

a. Offers/Acceptances/Registration

enrollment update: 30 total 21 for first (split between offers/acceptance/registration) 50 percent to projection for kinder 70 percent for 1st – more canvassing and targeted outreach at day cares and pre k planned to assist in filling at least 30 more kinder students- projecting June July and August will be big for student enrollment –

2. Spring Action Planning

a. Canvassing 5/19

May 10 – confirm 19th attendance and please bring 1 or 2 volunteers, bilingual is helpful

b. Upcoming Events – refer all event ideas and information to Adam

D. Founder Report

1. Facilities Update

2. Hiring Progress

Hope to hire two TFA core members, two more teaching positions are needed to be filled in addition to these – all leadership positions have been extended offers

3. Vista College Prep Partnership

Vista college prep partnership: leadership team was able to see vista in action – consulting agreement should be available for next meeting

4. PED Documentation Submission and Feedback

V. Closed Session

A. Pursuant to Section 10-15-1 (H)(2) and (H)(8) NMSA 1978, the Board will meet in closed session to discuss limited personnel matters regarding hiring a Head Administrator and regarding the discussion of the purchase, acquisition or disposal of real property or water rights by the public body.

1. Vote to go into Closed Session

Pursuant to Section 10-15-1 (H)(2) and (H)(8) NMSA 1978 Motion to go into Closed Session:
Brandon Second: Joshua vote: 7 for -0 against – approved

2. Following Closed Session the Board will vote to return to Open Session and may take action.

Move to return to open session: Rosa Second: Cindy – vote: 7 for -0 against - approved

After returning to Open Session the Chair stated that no matter other than that on the agenda was discussed and no votes were taken other than that to come out of closed session.

Motion to approve Contract for Head Administrator of Albuquerque Collegiate Charter School:
Brandon Second: Joshua vote: 7 approved – 0 against

VI. Closing Business

- A. Date of Next Meeting: June 2, 2018 9:00 AM
- B. Adjourn – 10:32 am