

Albuquerque Collegiate Charter School

Governing Council Minutes – July 7, 2018 9:00 am

- I. Opening Business
 - I. The meeting was called to order at 9:13 am by Governing Council Chair Scott Hughes and was initiated with roll call. Board members present: Scott Hughes - Chair, Brandon Meyers, Cindy Al-Aghbary, Beverly Cruz -Treasurer, Tomas Garcia – Vice Chair, and Joshua Gallegos – Secretary. Quorum met. Also present: Jade Rivera, Abby Lewis
 - II. Mr. Meyers called for a motion to approve the agenda. Ms. Pynes seconded this. All in favor: Hughes, Meyers, Al-Aghbary, Cruz, Garcia, Gallegos. Opposed: None
 - III. Mr. Garcia called for a motion to approve the minutes from the June 2 meeting. Mr. Gallegos seconded this. All in favor: Hughes, Meyers, Al-Aghbary, Cruz, Garcia, Callahan, Gallegos. Opposed: None
- II. Public Comment
 - I. N/A
- III. Action Items
 - I. **Budget Adjustment Request CSP Funds** – Board begins discussion regarding what is considered a CSP allowable expense. After discussion, the following was decided: **The board approves a BAR for FY19 for the full CSP grant amount of \$792,000. The board approves that this funding will only be used on CSP allowable expenses.** Ms. Pynes called for a motion to approve this – this was seconded by Mr. Garcia. All in favor: Hughes, Meyers, Al-Aghbary, Cruz, Garcia, Gallegos. Opposed: None
 - II. **Vista College Prep Consultation Agreement** - Ms. Rivera provided an overview of the VCP Consultation agreement. Mr Garcia made a motion: **The Board moves to approve the Vista College Prep professional consultation agreement to the executive director and school legal counsel on the final form on contract** -Mr. Meyers seconded this. All in favor: Hughes, Meyers, Al-Aghbary, Cruz, Garcia, Gallegos. Opposed: None
 - III. **2018-2019 Annual Calendar Amendment** – After brief discussion Mr. Meyers made a motion to **approve an amendment to the annual calendar with a new start date of August 13th, and new end date of May 30t**, this seconded by Ms. Al-Aghbary. All in favor: Hughes, Meyers, Al-Aghbary, Cruz, Garcia, Gallegos. Opposed: None
 - IV. **PowerOn Technology Startup Services Quote Approval** – After review and discussion regarding this services quote, Mr. Gallegos made **a motion to approve**

the PowerOn Technology Startup Services Quote with delegation to the executive director and school legal counsel on the final form of the contract, seconded by Ms. Pynes. All in favor: Hughes, Meyers, Al-Aghbary, Cruz, Garcia, Gallegos. Opposed: None

V. **PowerOn Technology Year One Service Agreement** – after review and discussion of the service agreement, and despite some concern a **motion to approve PowerOn Technology Y1 service agreement with delegation to the executive director and school legal counsel on the final form of the contract** was made by Mr. Garcia, and seconded by Ms. Cruz. - All in favor: Hughes, Meyers, Al-Aghbary, Cruz, Garcia, Gallegos. Opposed: None

VI. **Playground Quote Approval** – A **motion to approve Playground Quote with delegation to the executive director and school legal counsel on the final form of the contract,** was made by Mr. Gallegos and seconded by Ms. Pynes. All in favor: Hughes, Meyers, Al-Aghbary, Cruz, Garcia, Gallegos. Opposed: None

VII. **Purchase Card Policy and Procedures – ACCS business manager and Finance Committee will review, and then report to board** – a motion to approve this procedure was made by Ms. Al-Aghbary and seconded by Mr. Garcia – All in favor: Hughes, Meyers, Al-Aghbary, Cruz, Garcia, Gallegos. Opposed: None

IV. Committee Reports

- I. Finance Committee: After having met with Ms. Rivera, Mr. Callahan and Ms. Rarick - Ms. Cruz provided information on cash-flow based on two different budget projections, one with an enrollment of 80 and the other 90 – the importance of reaching an enrollment of 90 was reiterated
- II. Governance Committee: All ACCS board members have completed the minimum hours of training required. Training for this year can begin at any time – an email will be sent out regarding the specific hours needed for new/returning board members (8 hours minimum, may be reduced to 6 if first audit is perfect)– a review of our policies with begin and will be discussed at the August meeting.
- III. Academic Achievement Commitment: ACCS board member can refer to the google form regarding upcoming events and canvassing – enrollment is below target, but now that we have solidified our location many community members should begin to take notice – we have a budget for recruitment efforts so please contact Ms. Rivera with ideas/contacts
- IV. Founders Report: Facility Updates: Building is currently under renovation – plumbing has started - demo has started –July 23rd to August 1st teachers begin PD in temporary office. Hiring Progress: Current office manager will not continue full time and will begin his transition soon. Please suggest people for this position, bilingual (ENGL/SPAN) ONLY – helpful to have Spanish speakers available at future recruitment events. We are holding the hire of 1 teacher based

on current enrollment, but have some people in pipeline if available. Note that classroom set up will need board help.

- V. Closing Business
 - a. July 17th, first audit committee meeting with Ms. Rarick
- I. Next regular meeting August 4th, 2018 9am..
- II. Meeting adjourned at 11:40 am