

## Albuquerque Collegiate Charter School

### Governing Council Minutes – August 4, 2018 9:00 am

- I. Opening Business
  - I. The meeting was called to order at 9:06 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, Matt Callahan, and Joshua Gallegos – Secretary. Quorum met. Also present: Jade Rivera, Abby Lewis
  - II. Mr. Meyers made a motion to approve the agenda. Ms. Pynes seconded this. All in favor: Hughes, Meyers, Al-Aghbary, Cruz, Callahan, Gallegos. Opposed: None
  - III. Ms. Cruz made a motion to approve the minutes from the July meeting. Mr. Gallegos seconded this. All in favor: Hughes, Meyers, Al-Aghbary, Cruz, Garcia, Callahan, Gallegos. Opposed: None
- II. Public Comment
  - I. There was no public comment
- III. Action Items
  - I. **Financial Policies Review** – Budget update - Ms. Cruz has been made an approved signer – Purchase card amount not to exceed \$10,000. A motion to approve the policy changes as discussed by the Board was made by Mr. Meyers, this was seconded by Mr. Callahan. All in favor: Hughes, Meyers, Al-Aghbary, Cruz, Callahan, Gallegos. Opposed: None
- IV. Committee Reports
  - I. Finance Committee: Ms. Cruz provided information on cash-flow based on two different budget projections with an enrollment of 75 could still see us end the year positive– the importance of reaching an enrollment of 90 was reiterated
  - II. Governance Committee: The Board Policy Manual was sent to each individual Board member via email so that we are in compliance – address will be updated to new school’s physical location – Our legal counsel will research and will present samples of Immigration in Education policies at the next regular meeting.
  - III. Academic Achievement Commitment: update on enrolment, current number is around 60 students – 40 day mark is monumental to our success for enrollment. We may see a large portion of students enroll on the first day/week. New recruitment billboards are going live on Monday the 6th as well as radio ads – We

are advertising continued enrollment through August 31st. We are looking to hire part-time college students for more help and bodies at the school to work as Operations Fellows. Students who are SPAN/ENGL bilingual will be critical. Founders Report: Projected to be complete on 8/9/18, many hands needed to help move items and set up classrooms so any volunteers are welcome.

IV. Closing Business

- a. September 1 meeting moved to the following weekend on September 8<sup>th</sup> due to the labor day holiday

I. Meeting adjourned at 10:20 am