

Minutes

Albuquerque Collegiate Charter School Governing Board Meeting

Monday, May 6, 2019 | Time: 5:30pm

Albuquerque Collegiate Charter School (1720 Bridge Blvd Suite 101, Albuquerque, NM 87105)

- I. Opening Business
 - A. Call to Order: 5:32 pm
 - B. Roll Call : Matt Callahan, Cindy Al-Aghbary, Scott Hughes, Tomas Garcia, Joshua Gallegos, Rosa Pynes, Brandon Meyers, Also present Jade Rivera and Katie Rarick from EdTec
 - C. Vote to Approve Agenda: Motion to approve made Cindy, second by Brandon - none opposed, agenda approved
 - D. Vote to Approve 4.13.19 Meeting Minutes: Motion to approve minutes made by Joshua Gallegos second by Rosa Rosa - Brandon Meyers abstains, minutes approved
- II. Public Input (10-minute time limit)
 - no public input
- III. Action Items
 - A. Approve 2019-2020 Calendar: We will exceed minimum number of instructional hours required (990 vs our appx 1147 hours - about 28 more days per minimum required) Motion to approve 2019-2020 calendar made by Rosa Pynes, second by Brandon Meyers, all in favor - none opposed, calendar passed
 - B. Approve FY20 Budget: Review budget based on current enrollment, this number will change based on membership numbers in August (possible SEG advance to hold over until February) Motion to approve FY20 budget as outlined by Edtec was made by Joshua Gallegos second by Tomas Garcia - all in favor, none opposed - FY20 Budget approved.
Motion to approve CSP budget as presented made Tomas Garcia, second by Cindy Al-Aghbary - all in favor, none opposed - CSP budget passes
 - C. Budget Adjustment Request (BAR) Approvals: CSP Transfer BAR and Instructional Materials BAR approved by Board Treasurer
 - D. Review/Approve Internal Control Policy and Procedures (FY19 & FY20): Motion to approve FY 19 Internal Control Policy and Procedures made by Joshua Gallegos second by Tomas Garcia - all in favor, none opposed FY19 approved
- Motion to approve FY 20 Internal Control Policy and Procedures made by Tomas Garcia second made by Rosa Pynes, all in favor, none opposed - FY 20 passes
 - E. Review/Approve Purchase Card Policy and Procedures (FY20): Motion to approve Purchase Card Policy and Procedures made by Cindy Al-Aghbary, second by Brandon Meyers - all in favor, none opposed - motion passes
 - F. Per Pupil Expenditure Report : Motion to approve Per Pupil Expenditure Report made by Cindy Al-Aghbary second made by Rosa Pynes - all in favor, none opposed, motion passes
 - G. Sick Leave Bank Policy: Motion to approve Sick Leave Bank Policy made by Brandon Meyers, second Rosa Pynes - all in favor, none opposed - motion passes
 - H. Whistleblower Policy: Motion to approve Whistleblower Policy made by Brandon Meyers, second by Tomas Garcia - all in favor, none opposed - Motion passes.
 - I. BES Follow On Support Contract: Motion for the approval of option 2 for BES Follow on Support Contract as defined made by Tomas Garcia, all in favor, none opposed - motion passes

IV. Information Items

A. Finance Committee Report

1. Budget Update (Cash flow, enrollment implications)
2. FY20 Budget Projection Overview

B. Audit Committee

1. Next Steps for Upcoming Months: Audit will occur in August or September - auditors will collect some data and look for certain policies to be posted, Edtec will assist in helping determine what ACCS is responsible for - committee membership must be complete at that time.

C. Governance Committee Report

1. Board Member Training Opportunities: June 6/7 hours can be completed - need to be done prior to July 1 - many opportunities are available however there is a cost for many training hours through NMCCS
2. Outreach/Update for New Board Member: no new updates, search continues at this time

D. Academic Achievement Committee Report:

1. Recruitment Updates for 2019-2020 School Year: Working with national recruitment consultant - looking for numbers to jump in late June early July - numbers are good at this time however we will continue push during the summer
2. Upcoming Assessments (Istation/STEP): Istation testing was completed today May 6th - 85% proficient - more students have moved from level 4 to 5, no students are currently in level 1

E. Founder Report

1. End of Year Closeout: May 15th - Wednesday 6 pm at the event center next to ACCS
2. Preparation for 2019-2020 School Year

V. Closing Business

- A. Date of Next Meeting: June 1st 9:00 am 2019
- B. Adjourn: 6:52 pm