

## MINUTES

Albuquerque Collegiate Charter School Governing Board Meeting  
Monday, February 17, 2020 | Time: 6:00pm  
8220 San Pedro Dr NE Suite #505, Albuquerque, NM 87113

- I. Opening Business
  - A. Call to Order – 6:05 pm by Rosa who will lead the meeting in Tomas’ absence
  - B. Roll Call – Tomas excused. Present – Brandon, Scott, Rosa, Matt, Jeff, Cindy, Jesus
  - C. Vote to Approve Agenda – Scott moved to approve, seconded by Jeff– all in favor of approving agenda, none opposed.
  - D. Vote to Approve 1.25.20 Meeting Minutes – Brandon moved to approve the minutes, seconded by Scott, all in favor of approving minutes, none opposed.
  
- II. Public Input (10-minute time limit) – no public input, present Katie, Jade and Dan
  
- III. Action Items
  - A. Budget Adjustment Requests (BARs)- Doc ID: 574-000-1920-0008-I CSP Grant carryover –Matt motioned to approve, Rosa seconded, all approved/in favor, no opposition  
574-000-1920-0007-IB SB-9 funds, initial line item of the state funds budget, this must be used for technology. Jeff made the motion to approve, seconded by Scott, all in favor, no opposed.
  - B. Expansion Lease – The proposed lease was discussed at length with the Governing Board, school attorney, and school director. Specifically, the lease includes an option to allow us to expand after two years to additional space in case we need it. Brandon asked about tenants who would have to move, Attorney clarified that they only have 2-year leases. They can move further down into the building if necessary.  
School director and attorney stated at this point, the proposed agreement is the best compromise we could make at this time. Attorney has the red-lined version with the corrected school year dates.  
Motion to approve the lease expansion as discussed was made by Jeff, seconded by Scott, all in favor, no one opposed. Motion passed.
  
- IV. Information Items
  - A. Finance Committee Report
    1. FY20 Budget and Current Financials - Katie presented the cash advance discussion from December but we have not received any funds to date. The state has not funded the school as agreed upon putting the school at financial risk. Investigation has been done on a loan, fund raising, etc. by business manager, school director, and finance committee. The attorneys are planning on discussing the issue with PED as soon as the session is over. Can’t make any decisions until PED gives us more information. Attorney is hopeful that the meeting will be successful.
    2. FY21 Projections – can’t create until we know how the state is going to respond to funding meeting.
  - B. Governance Committee Report
    1. Training Hours Reminder – reminder to complete for those who haven’t

C. Director Report

1. Facilities Update – lease approved
2. Enrollment Update – current numbers have remained steady, surpassed our goal of monthly applications. Haven't spent much money on recruitment currently.
3. Fundraising Update- Business Manager and school director worked on the foundation and fixed the 501C3 issues, created a donor page for the foundation. School director will share with board members so they can share with their networks.

V. Closing Business

- A. Date of Next Meeting: March 7, 2020 - Jesus and Cindy can't attend but works for the rest
- B. Adjourn – Brandon made a motion to adjourn, seconded by Matt, all in favor 7:23 pm.