

MINUTES

Albuquerque Collegiate Charter School Governing Board Meeting

Saturday, March 14, 2020 | Time: 9:00am

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

- I. Opening Business
 - A. Call to Order 9:05am
 - B. Roll Call- Present: Tomas, Jesus, Brandon, Rosa, excused Cindy, Scott, Jeff and Matt
 - C. Vote to Approve Agenda – Brandon moved to approve the minutes, seconded by Jesus, all in favor of approving minutes, none opposed.
 - D. Vote to Approve 2.17.20 Meeting Minutes - Brandon moved to approve the minutes, seconded by Jesus, 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)-
 - a. Business Manager can approve all Maintenance BARs and inform the Board of all Maintenance BARs at the following board meeting. Brandon motioned to approve, Rosa seconded, all approved/in favor, no opposition
 - B. PowerSchool Contract FY21 - Rosa motioned to approve, Brandon seconded, all approved/in favor, no opposition

- IV. Information Items
 - A. Finance Committee Report
 1. FY20 Budget and Current Financials- Katie from EdTec presented the cash advance report and current cash balance. PED is currently dealing with COVID19 and school is on hold with getting SEG funds adjusted, at least until next week. Looking for other funds that could be used to pay current outstanding accounts, however, holding off as much as possible since PED is prioritizing COVID19 action plans for the entire state.
 2. FY21 Projections - Katie presented overall projections.

 - B. Governance Committee Report
 1. Training Hours & Opportunities- Jade presented on behalf of the committee. Shared with members the different opportunities that exist to obtain the required hours. REMINDER: June's training will only give 4 hours, board members, make sure you are able to get some of your hours before that. Attorney and EdTec have been approved by PED to provide training and are willing to work with members to create needed training(s).
 2. Policy Manual Updates-

 - C. Audit Committee
 1. Audit Findings FY19- Brandon and Katie presented audit findings. Findings included minimal errors and systems have been created to rectify those errors. Overall, the findings were very typical for a first-year school and the committee is

working towards continuing to improve systems. Committee has shared an action plan with Auditors to comply with the changes that needed to be fixed.

D. Academic Achievement Committee

1. Istation March Results - Presented by Jade. Results by growth; overall strong increases happening and many of the level 1 students are decreasing. Still working hard to close the gap in 2nd grade.
2. STEP March Results - Presented by Jade. Kinder is on track to make the expected growth, 1st grade is also on track to make the expected growth, 2nd grade has a bit of a gap, however, the leadership team has plan for intensive intervention.
3. Enrollment Update 2020-2021- Presented by Jade. Kinder still has spots available. First, Second and Third grade are going to be at capacity per our numbers right now. We've been surpassing monthly goals set with consultant.

E. Director Report- Presented by Jade

1. Dashboard- Enrollment, Assessment Results, Etc.- Shared the report board members receive every month.
2. Enrollment Planning- Continue to do outreach through social media, marketing and improvement of the website.
3. Equity Council Update- State provided more information regarding this. Will be gathering council to do the assessment in the coming weeks/months.
4. Fundraising Update- Sent out a fundraising link with all board members to share, link can be found on website.

V. Closing Business

A. Date of Next Meeting: TBD: April 2020- Create a doodle poll for board members to determine April meeting

B. Adjourn: Rosa made a motion to adjourn, seconded by Brandon, all in favor at 10:11am.