

## Minutes

Albuquerque Collegiate Charter School Governing Board Meeting

Saturday, February 6, 2021 | Time: 9:00am

Location: Zoom

- I. Opening Business
  - A. Call to Order – 9:01 am
  - B. Roll Call – Present: Tomas Garcia, Scott Hughes, Cindy Al-Aghbary, Rosa Pynes, Brandon Meyers, Jesus Ontiveros, Andrea Romero - Absent: Jeff Kiely
  - C. Vote to Approve Agenda – Scott made a motion to approve, seconded by Jesus, all in favor (Tomas Garcia, Scott Hughes, Cindy Al-Aghbary, Rosa Pynes, Brandon Meyers, Jesus Ontiveros, Andrea Romero); none opposed
  - D. Vote to Approve 1.9.21 Meeting Minutes – Jesus made a motion to approve, seconded by Scott, all in favor (Tomas Garcia, Scott Hughes, Cindy Al-Aghbary, Rosa Pynes, Brandon Meyers, Jesus Ontiveros, Andrea Romero) ; none opposed
  
- II. Public Input (10-minute time limit) – no public input
  
- III. Action Items
  - A. Budget Adjustment Requests (BARs)- no BARs today to approve
  - B. TNTP Teacher Recruitment Agreement
    1. Region IX Award Letter for Teacher Recruitment – PED decided to have this go through REC and then to the school. ACCS would then pay TNTP for their services. Do not have updated contracts due to time delays by the REC. Katie has a BAR ready to go once we receive the contract.
      - a. Attorney explained the issues with the timing, we must sign the agreement immediately in order to be able to use the funds by June. It is recommended that Jade be able to move forward with this contract and this related BAR in order to streamline the process which would eliminate the need for a special meeting. Legal counsel would review documents prior to Jade moving forward.
      - b. Rosa moves to give Executive Director Rivera authority to sign TNTP Teacher Recruitment Agreement after received from REC, and after reviewed by counsel and consultation with the Board Chair. Scott seconded the motion, all in favor (Tomas Garcia, Scott Hughes, Cindy Al-Aghbary, Rosa Pynes, Brandon Meyers, Jesus Ontiveros, Andrea Romero), none opposed.
      - c. Cindy moves to give Executive Director Rivera authority to submit BAR #574-000-2021-0016-IB after receipt of TNTP Teacher Recruitment Agreement. Seconded by Andrea, all in favor (Tomas Garcia, Scott Hughes, Cindy Al-Aghbary, Rosa Pynes, Brandon Meyers, Jesus Ontiveros, Andrea Romero) , none opposed.
    2. MOU Solare Collegiate & Voz Collegiate – Scott moved to approve; seconded by Rosa, all in favor (Tomas Garcia, Scott Hughes, Cindy Al-Aghbary, Rosa Pynes, Brandon Meyers, Jesus Ontiveros, Andrea Romero), none opposed.
  
- IV. Information Items
  - A. Finance Committee Report

1. FY21 Budget & Current Financials – SEG funding increased by \$1,000 - will try and spend the CARES money by the end of the month. Cash flow looks good. Our SEG funding may go down in February as our enrollment has decreased so our funding could decrease.
  2. FY22 Budget Preview – planning on budgeting for 195 students for the next school year.
- B. Governance Committee Report
1. Committee Update – had an onboarding session with Andrea, working on finalizing updated policy manual. Discussed need for board self-evaluation. Will create a survey and send that out before the next meeting. Jade will look for resources for the survey questions.
  2. Training Hours – reminded the board to continue to work on taking the required training before the deadline.
- C. Audit Committee – no update
- D. Academic Achievement Committee
1. Return to Hybrid Discussion – the board discussed the planned return for Hybrid learning. Cindy mentioned that even if the staff is vaccinated, they can still catch and spread COVID so our guard cannot be let down as far as taking appropriate precautions. Jesus agreed. Planned to begin hybrid learning on March 1, 2021. Tomas asked Jade about extending the school year. Not planning on changing the calendar at this point. Any proposed legislation for extending the school year are for next school year.  
Scott moved to approve the plan, seconded by Jesus, all in favor (Tomas Garcia, Scott Hughes, Cindy Al-Aghbary, Rosa Pynes, Brandon Meyers, Jesus Ontiveros, Andrea Romero), no opposition. The Hybrid re-entry plan is approved.  
Rosa would like to provide breakfast or coffee for the teachers the first week. Will be looking for donations to the foundation to support the teachers.
- E. Director Report
1. Return to Hybrid Instruction Plan – will need to inform families of the decision to return to school March 1. Will need to develop a staff COVID testing scheduling. Will bring in special ed students 4 days a week. Plan to allow staff to begin working in the building 2/22/2021. This is an opportunity to make improvements to ACCS in person and on-line hybrid instruction.
  2. Preparations for 2021-2022 School Year – working on mapping out ideal staffing model for next year, also taken into consideration there has been significant learning loss due to the pandemic. Looking to have some interventional specialists to help get students back on track. Looking to connect families to behavioral health services when the need is identified that are paid for by health insurance.  
Already have 2 teachers hired for next school year. Planning on retention of 100% of current staff, will still need to hire about 3 to 4 more teachers for next year. Already receiving student applications. Will need to run lotteries for 1 – 4 grades. Most likely not kindergarten. Jade and the staff have better information on how to recruit than they had before and families now know about the school. We have 15 siblings already coming into kindergarten.

Scott asked if the expectation for teachers to be on site daily and Jade confirmed that the answer is yes. Scott also asked about the number of SPED students – at this time we have 9 students but have identified some other students that need evaluation for special education.

Scott also asked about the charter renewal. When do we need to start working on the renewal? Dan will look at the contract, but he believes it is approved for the planning year + 5 years. Jade is planning on inviting commissioners to the school, so they become familiar with the school prior to the renewal. Dan stated that it isn't as cumbersome as the initial application. Dan didn't believe it is something we need to be concerned about at this time.

V. Closing Business

A. Date of Next Meeting: March 6, 2021 – looking forward to hearing about the return to hybrid instruction.

B. Meeting adjourned at 10:06 am.