

Minutes

Albuquerque Collegiate Charter School Governing Board Meeting

Saturday, April 3, 2021 | Time: 9:00am

Location: Zoom

- I. Opening Business
 - A. Call to Order - 9:04
 - B. Roll Call – Present: Tomas Garcia, Rosa Pynes, Brandon Meyers, Jesus Ontiveros, Cindy Al-Aghbary, Scott Hughes, Jeff Kiely; Excused: Andrea Romero
 - C. Vote to Approve Agenda – Cindy motioned to approve the agenda; seconded by Scott; all in favor (Tomas Garcia, Rosa Pynes, Brandon Meyers, Jesus Ontiveros, Cindy Al-Aghbary, Scott Hughes, Jeff Kiely); none opposed
 - D. Vote to Approve 3.6.21 Meeting Minutes – Scott motioned to approve, seconded by Jeff; all in favor (Tomas Garcia, Rosa Pynes, Brandon Meyers, Jesus Ontiveros, Cindy Al-Aghbary, Scott Hughes, Jeff Kiely); none opposed

- II. Public Input (10-minute time limit) – no public input

- III. Action Items
 - A. Budget Adjustment Requests (BARs)-
 1. SB9 Decrease BAR Doc. ID: 574-000-2021-0022-D – cleanup of carryover – only needed to decrease by a little, from the Bernalillo County taxes, using the money to pay for playground flooring. Cindy made a motion to approve; Jeff seconded all in favor (Tomas Garcia, Rosa Pynes, Brandon Meyers, Jesus Ontiveros, Cindy Al-Aghbary, Scott Hughes, Jeff Kiely); none opposed. Motion carries and BAR is approved.
 2. ESSR II Initial Budget BAR Doc. ID: 574-000-2021-0022-IB – 2nd allocation of Federal money for Covid - most likely will use this money next school year, but just to be on the safe side if we need to spend it we are creating a BAR. Scott motioned to approve; Jesus seconded all in favor (Tomas Garcia, Rosa Pynes, Brandon Meyers, Jesus Ontiveros, Cindy Al-Aghbary, Scott Hughes, Jeff Kiely); none opposed. Motion carries and BAR is approved
 3. Teacher Recruitment Grant Initial Budget BAR Doc. ID: 574-000-2021-0019-IB – already approved by the board but the funding number has changed so we need to reapprove for audit purposes. A new pot of money for PED so it took them awhile to finalize the categorization. Jeff motioned to approve; Scott seconded; all in favor (Tomas Garcia, Rosa Pynes, Brandon Meyers, Jesus Ontiveros, Cindy Al-Aghbary, Scott Hughes, Jeff Kiely); none opposed. Motion carries and BAR is approved.
 4. SEG Increase Cash Carryover (FY20) BAR Doc. ID: 574-000-2021-0021-I – This BAR represents an accounting “clean up” so we retain budget authority over the money, Rosa moved to approve; Scott seconded; all in favor (Tomas Garcia, Rosa Pynes, Brandon Meyers, Jesus Ontiveros, Cindy Al-Aghbary, Scott Hughes, Jeff Kiely); none opposed. Motion carries and BAR is approved.
 - B. 2021-2022 Internal Control Procedures – no changes from this past school year, needs an annual approval, added the medical insurance addendum that was approved last meeting. Jeff moves to approve, Jesus seconded; all in favor (Tomas Garcia, Rosa Pynes, Brandon Meyers, Jesus Ontiveros, Cindy Al-Aghbary, Scott Hughes, Jeff Kiely); none opposed.
 - C. 2021-2022 Per Pupil Expenditure Policy – no changes from this past school year, needs an annual approval. Jeff moves to approve both policies, Jesus seconded to approve

both policies. All in favor (Tomas Garcia, Rosa Pynes, Brandon Meyers, Jesus Ontiveros, Cindy Al-Aghbary, Scott Hughes, Jeff Kiely); no opposition.

IV. Information Items

A. Finance Committee Report

1. FY21 Budget & Current Financials – no changes from last presentation; Cash flow looks very good. Some of our start-up funds are expiring so it is good to have cash going into next year. Using up funds that won't carryover. Discussed ESSR funding and how it will help us hire an Intervention specialist Teacher
2. FY22 Budget Preview – we have not been provided the unit value to calculate the budget accurately, so this is a draft. Safe Harmless funding may be removed in the future. We are evaluating salary schedule so we can be more competitive with APS.

B. Audit Committee

1. Audit Presentation - Katie presented the findings. There were 3 findings and corrective action has already been taken to prevent these in the future. We had fewer findings this audit than the last audit. Brandon asked to compare our findings with other schools. Katie demonstrated the audit report and how we could find our report and compare to other schools.
Tomas asked Katie if she had any update on the lawsuit. Jade will connect with Dan to provide an update about the Safe Harmless and the lawsuit next board meeting.

C. Governance Committee Report

1. Committee Update – Governance Committee met and wanted to emphasize the need to complete training.
2. Self-evaluation survey reminder – please complete in the next two weeks so that we can put together a summary report for next meeting.
3. We will update the policy manual with the newly approved policies from today's meeting.

D. Academic Achievement Committee

1. Committee Update – Committee met – Rosa gave an overview – next Tuesday school will move to full time school. 70% will come back, 30% will stay on line. April 15th will be holding the lottery for grades where there are more applications than seats. Will continue recruiting for K-1 seats.
2. Follow protocols if you are visiting the school – let Jade know at least a week ahead of time.

E. Director Report

1. Preparations for 2021-2022 School Year – continuing to recruit both students and teachers. 4 open teaching positions – 2 finalists for two of the 4 positions. Excited about applicants.
2. Will need to really be thoughtful about using our space with nearly 200 students next year. Will need to look for additional space for the following school year. The board discussed the need to look in the area for space as we may need to have two campuses. Scott brought up the fact that we are increasing traffic in the strip mall and are our neighbors aware. Jade will ensure that all aware.

- V. Closing Business
 - A. Date of Next Meeting: May 1, 2021
 - B. Adjourn – Meeting adjourned at 9:57 am.