

## Meeting Minutes

Albuquerque Collegiate Charter School Governing Board Meeting

Saturday, March 5, 2022 | Time: 9:00am

Location: Zoom

- I. Opening Business
  - A. Call to Order- 9:01 am
  - B. Roll Call- Present: Cindy, Tomas, Brandon, Scott, Andrea; Absent: Rosa, Jesus, Jeff
  - C. Vote to Approve Agenda- Motion: Cindy; Second: Scott; In Favor: Cindy, Tomas, Brandon, Scott, Andrea; Opposed: none
  - D. Vote to Approve 2.5.22 Meeting Minutes- Motion: Brandon; Second: Andrea; In Favor: Cindy, Tomas, Brandon, Scott, Andrea; Opposed: none; Abstained: none
  
- II. Public Input (10-minute time limit): Missy Brown - Conducting observation
  
- III. Action Items
  - A. Budget Adjustment Requests (BARs)-
    1. Instructional Materials BAR- (574-000-2122-0015-IB) Motion: Scott; Second: Cindy; In Favor: Cindy, Tomas, Brandon, Scott, Andrea
    2. Operational BAR- (574-000-2122-0012-I) Motion: Brandon; Second: Scott; In Favor: Cindy, Tomas, Brandon, Scott, Andrea
    3. SB9 BAR- (574-000-2122-0013-I) Motion: Scott; Second: Cindy; In Favor: Cindy, Tomas, Brandon, Scott, Andrea  
Carryover BAR, does not expire. Curriculum related or instructional items that can be moved.
    4. USDA BAR Increase- (574-000-2122-0017-I) Motion: Scott; Second: Cindy; In Favor: Cindy, Tomas, Brandon, Scott, Andrea  
Funding for remainder of year.
    5. USDA BAR Carryover- (574-000-2122-0016-I) Motion: Scott ; Second: Andrea; In Favor: Cindy, Tomas, Brandon, Scott, Andrea
    6. Salary Increase BAR- (574-000-2122-0018-I) - Remove from this meeting; BAR will be completed at a future Board meeting; New legislation; requires additional definition.
    7. Instructional Materials Special Approp BAR- (574-000-2122-0014-IB) Motion: Cindy; Second: Brandon; In Favor: Cindy, Tomas, Brandon, Scott, Andrea  
Instructional materials funding - curriculum based, will be used this year
    8. ERB 1% Increase- (574-000-2122-0019-I) Motion: Cindy; Second: Andrea; In Favor: Cindy, Tomas, Brandon, Scott, Andrea
    9. Other BARs - none
  
  - B. January Bank Reconciliation & Check Register - Katie presented the bank reconciliation and check register. Motion: Scott; Second: Andrea; In favor: Cindy, Tomas, Brandon, Scott, Andrea
  
  - C. Financial Services FY23  
Ed Tec ending financial services, need to identify new provider for next year; request for quotes and evaluation completed by Finance Committee, received 3 responses: Axiom Analytics, K-12 Accounting, Vigil Group; Board discussion around costs, services,

transition, and feedback from users. The Finance Committee recommends Axiom Analytics due to overall cost effectiveness, continuity of team, and feedback from other schools. Quotes are for transition in FY22 and services in FY23. Motion to move forward with Axiom Analytics.

Motion: Scott; Second: Brandon; In favor: Cindy, Tomas, Brandon, Scott, Andrea

D. Albuquerque Collegiate Inc. Foundation MOU

ACCS Foundation was not created until after the ACCS commenced as a school. There is a need for an MOU to be documented between ACCS and the Foundation.

Motion: Scott; Second: Cindy; In favor: Cindy, Tomas, Brandon, Scott, Andrea

IV. Information Items

A. Finance Committee Report

1. FY22 Budget Update: Katie presented the budget update.

B. Audit Committee Report

1. FY22 Audit Results: Katie presented the audit update. FY21 Audit resulted in 0 findings for the school. There 1 finding for the Foundation and and the Foundation has prepared a response.

C. Governance Committee Report

1. No Report

D. Academic Achievement Committee

1. No Report

E. Director Report

1. Facilities Update

Making progress with Homewise team; Homewise offer made on building near Central and Coors Blvd. Goal to be in a new facility for the 2023-2024 school year.

2. End of Year Event with Academic Achievement Committee - scholars finishing Step testing; conferences upcoming; Istation results presented; end of year event in discussions with committee; working on recruiting and hiring.

V. Closing Business

A. Date of Next Meeting: April 2, 2022

B. Adjourn- 10:20 am; Motion: Scott; Second: Brandon; In favor: Cindy, Tomas, Brandon, Scott, Andrea