

Minutes

Albuquerque Collegiate Charter School Governing Board Meeting

Saturday, April 2, 2022 | Time: 9:00am

Location: Zoom/Albuquerque Collegiate Charter School

- I. Opening Business
 - A. Call to Order - 9:03 am
 - B. Roll Call - Present: Cindy, Brandon, Scott, Andrea, Rosa, Jesus, Jeff; Absent: Tomas
 - C. Vote to Approve Agenda: Motion: Scott; Second: Jeff; In Favor: Cindy, Brandon, Scott, Andrea, Rosa, Jesus, Jeff; Opposed: none
 - D. Vote to Approve 3.5.22 Meeting Minutes: Motion: Cindy; Second: Scott; In Favor: Cindy, Brandon, Scott, Andrea, Rosa, Jesus, Jeff; Opposed: none; Abstain: Rosa

- II. Public Input (10-minute time limit): None

- III. Action Items
 - A. Budget Adjustment Requests (BARs)-
 1. **USDA BAR - Doc ID: 574-000-2122-0020-IB**
Grant - food equipment, plan to spend on water fountains/bottle fill stations; by June 30
Motion: Scott; Second: Andrea; In Favor: Cindy, Brandon, Scott, Andrea, Rosa, Jesus, Jeff; Opposed: None
 2. **IDEA BAR - Doc ID: 574-000-2122-0021-I**
Funding from last spring, just received; will use for special education coordinator, by September
Motion: Jeff; Second: Jesus; In Favor: Cindy, Brandon, Scott, Andrea, Rosa, Jesus, Jeff; Opposed: none
 3. **Q4 3% Salary Increase - Doc ID: 574-000-2122-0022-I**
Implemented this quarter, will carryover into next year
Motion: Cindy; Second: Rosa; In Favor: Cindy, Brandon, Scott, Andrea, Rosa, Jesus, Jeff; Opposed: none
 4. **Other BARs - none**
 - B. **February Bank Reconciliation & Check Register**
Motion: Jeff; Second: Andrea; In Favor: Cindy, Brandon, Scott, Andrea, Rosa, Jesus, Jeff; Opposed: none
 - C. **Part-Time Resolution NMPSIA** - document will be routed for Board approval
Motion: Jesus; Second: Scott; In Favor: Cindy, Brandon, Scott, Andrea, Rosa, Jesus, Jeff; Opposed: none
 - D. **Amendment to FY22 Financial Policies**
To allow for the processing of payments via ACH; payments can be provided more quickly and efficiently; paper checks still an option; will not change the approval process
Motion: Cindy; Second: Rosa; In Favor: Cindy, Brandon, Scott, Andrea, Rosa, Jesus, Jeff; Opposed: none
 - E. **FY23 Financial Policies**
Adding in ACH payment language and increasing School Director's approval limit for authorization of expenditures from \$10,000-\$20,000
Motion: Jeff; Second: Andrea; In Favor: Cindy, Brandon, Scott, Andrea, Rosa, Jesus, Jeff; Opposed: none
 - F. **Legal Services Agreement**

Dan is leaving In Accord, ACCS must make a decision to stay with In Accord or pursue other options - DMH (Dan Hill) and Matthews Fox, and the timeline; evaluation of 3 Legal Services providers and discussion; School Director recommends DMH due to continuity of service, level of service provided currently and in the past, and cost
Motion to approve quote for FY22 and FY23: Scott; Second: Jesus; In Favor: Cindy, Brandon, Scott, Andrea, Rosa, Jesus, Jeff; Opposed: none

IV. Information Items

A. Finance Committee Report

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

B. Audit Committee Report

1. No Report

C. Governance Committee Report

1. Training Hours - Scott sent PCSNM asynchronous training options and Jade will send on demand options
2. Charter Renewal - Board must complete training hours; Jade has received application, academic progress has been tracked to be provided

D. Academic Achievement Committee

1. Rosa's update: Committee did school visit in February; discussion around family engagement and doing a School and Family celebration event in May; also looking for ways to support teachers at end of year
2. March Academic Dashboard presented by Jade

E. Director Report

1. Facilities Update - Homewise in communication with team and also working with architects; looks like the space need is around 75,000 sq ft; next steps working to understand current lease requirements/process
2. End of Year Updates - hiring for next school year - 3-4 teacher positions and looking also for Dean of Scholars; lottery in mid-April, some grade levels will have wait-lists

V. Closing Business

A. Date of Next Meeting: May 7, 2022

B. Adjourn - 10:10 am; Motion: Scott ; Second: Andrea; In Favor: Cindy, Brandon, Scott, Andrea, Rosa, Jesus, Jeff; Opposed: none