

Meeting Minutes

Albuquerque Collegiate Charter School Governing Board Meeting

Saturday, July 8, 2023 | Time: 9:00am

Location: Zoom

- I. Opening Business
 - A. Call to Order- 9:02am
 - B. Roll Call- Present: Scott, Brandon, Jesus, Andrea, Absent/Excused: Cindy, Jeff, Tomas, Rosa
 - C. Vote to Approve Agenda- Motion: Scott, Second: Jesus, Approved: Scott, Brandon, Jesus, Andrea
 - D. Vote to Approve 6.3.23 Meeting Minutes- Motion: Scott, Second: Jesus, Approved: Scott, Brandon, Jesus, Andrea

- II. Public Input (10 minute time limit)

- III. Action Items
 - A. Budget Adjustment Requests (BARs)-
 1. Transfer BAR 574-000-2223-0028-T: Was already approved by treasurer in June, just sharing as informational item with the board
 - B. May and June Bank Reconciliation and Check Registers- Motion: Jesus, Second: Scott, Approved: Scott, Brandon, Jesus, Andrea
 - C. Open Meetings Act Resolution 2023-2024- Motion: Andrea, Second: Scott, Approved: Scott, Brandon, Jesus, Andrea
 - D. Leave Payout Policy- Motion: Scott, Second: Andrea, Approved: Scott, Brandon, Jesus, Andrea
 - E. Service Master Cleaning Contract- Motion: Jesus, Second: Scott, Approved: Scott, Brandon, Jesus, Andrea
 - F. IDEA Budget- Motion: Scott, Second: Andrea, Approved: Scott, Brandon, Jesus, Andrea
 - G. Head Administrator Evaluation & FY24 Contract - Head administrator evaluation was presented and reviewed by the audit committee, evaluation includes: student achievement and growth data (67%), HA self evaluation (20%), and board survey (13%). Overall score achieved highly effective rating. Audit committee recommends extension of contract. Motion: Andrea, Second: Jesus, Approved: Scott, Brandon, Jesus, Andrea
 - H. CLOSED SESSION- Motion to go into closed session- Scott, Second, Jesus, Approved: Scott, Brandon, Jesus, Andrea
 1. Consideration for Approval to Convene in Executive Session Pursuant to the Open Meetings Act NMSA 1978, § 10-15-1 (H) (7) meetings subject to the attorney client privilege pertaining to threatened or pending litigation in which the public body is or may become a participant;
 2. Reconvene, and statement closure – Returned to open session at 9:40 am. No action was taken in closed session. No discussion of any agenda items was conducted during the closed session, attested to by Scott, Brandon, Jesus, Andrea

- IV. Information Items
 - A. Finance Committee Report

1. FY24 Budget Update- Katie Rarick from Axiom Analytics reviewed end of year financials, almost closed out, healthy end of year balance going into the new fiscal year.
- B. Audit Committee Report
 1. Updates for upcoming audit- initial meetings scheduled, working with school team to coordinate
- C. Governance Committee Report
 1. No Report
- D. Academic Achievement Committee
 1. No Report
- E. Director Report
 1. Prepping for 2023-2024 School Year- Executive Director reviewed planning and preparation for the school year, noting first days of school and calendar
 2. Facilities Update- Homewise closing on land, new construction not going to be ready by Summer 2024, starting to plan now for expansion and facility needs of 2024-2025
- V. Closing Business
 - A. Date of Next Meeting: August 5, 2023
 - B. Adjourn- Motion: Scott, Second: Andrea, Approved: Scott, Brandon, Jesus, Andrea
Adjourned- 10:08am