

Minutes

Albuquerque Collegiate Charter School Governing Board Meeting

Wednesday, May 15, 2024 | Time: 5:30pm

Location: Albuquerque Collegiate Charter School/Zoom

- I. Opening Business
  - A. Call to Order - 5:34 pm
  - B. Roll Call – Present: Rosa, Cindy, Irma, Scott, Jesus, Brandon; Absent: Andrea, Jeff,
  - C. Vote to Approve Agenda – Brandon made a motion to approve, Irma seconded, all in favor, none opposed
  - D. Vote to Approve 4.20.24 Meeting Minutes – Scott made a motion to approve, Irma seconded, all in favor, none opposed, Rosa abstained due to lack of attendance at that meeting
  
- II. Public Input (10 minute time limit) - no public input
  
- III. Action Items
  - A. Budget Adjustment Requests (BARs)- Treasurer to approve BARs when needed - Cindy made a motion to approve, Scott seconded, all in favor, none opposed.
  - B. March Bank Reconciliation, Check Register – Scott made a motion to approve, Jesus seconded, all in favor, none opposed.
  - C. JMP Estimate/Agreement - state reporting contract, NOVA system is new, has not been an easy transition. Adding on contracted services – will most likely not need to utilize all the services listed in the contract. Cindy made a motion to approve, Irma seconded, all in favor, none opposed.
  - D. Charter School Nursing Services Contract - Scott asked if the 4 hours a week was on one day or spread out. Jade explained that they are all on one day. All the operations team members are trained to be health assistants. Jade explained that most schools do not have a full-time school nurse any longer. Discussed having Narcan available and potentially a defibrillator, Cindy made a motion to approve, Scott seconded, all in favor, none opposed.
  - E. Contract FY25 Axiom Analytics - some additions to the contract for grant writing assistance. Jade discussed some of the grant opportunities, 10,000 for grant writing and 5,000 for increased enrollment were added to the contract. Scott made a motion to approve, Rosa seconded, all in favor, none opposed.
  - F. FY25 Operating Budget – Katie from Axiom reviewed all budgets and provided board continuing education regarding the budget process.
  - G. FY25 IDEA Budget
  - H. FY25 Title I Budget
  - I. FY25 Title II Budget
  - J. FY25 Other Budgets
  - K. FY25 Policies and Procedures – highlights were from changes made this past school year, there are no current updates. The highlights will be removed as they were in error
  - L. FY25 Calendar
  - M. FY25 Salary Schedules –

Irma made a motion to approve all budgets, calendar and salary schedules, Scott seconded, all in favor, none opposed

- IV. Information Items
- A. Finance Committee Report
    - 1. FY24 Budget Update – see above
  - B. Audit Committee Report
    - 1. No Report
  - C. Governance Committee Report
    - 1. Board Training Hours 23-24 - hours must be completed by June 30, 2024.
  - D. Academic Achievement Committee
    - 1. Student & Staff Recruitment - still interviewing – performing final interviews this week. Still accepting applications, seats available in K and big push around 6<sup>th</sup> enrollment
  - E. Director Report
    - 1. Facilities Updates- Short-Term & Long-Term Needs- ACCS will be providing transportation and after school care. Will need to tap into foundation dollars to pay for these services. Moving – last day of school at Bridge is next Friday. Our fifth graders (founding kindergartners) are having their 5<sup>th</sup> grade promotion on Thursday the 23<sup>rd</sup> of May at 9 am. Kindergarten promotion is tomorrow.
- V. Closing Business
- A. Date of Next Meeting: June 1, 2024 (TBD) - will do a Doodle Poll
  - B. Adjourn – 6:35 – Scott motioned to adjourn, Irma seconded, all in favor, none opposed.