

**LA PROMESA EARLY LEARNING CENTER**  
**LPELC GC Meeting Minutes**  
**Date: July 31, 2018**

<b>Board Members Present</b>	Julian Munoz, Regina Sanchez, Brenda Baca	
<b>Absent</b>	Judy Griego, Andrew Mathis	
<b>Others in Attendance</b>	Chris Jones, Danielle Miranda, Mike Vigil Jr., Will Lucero	
<b>QUORUM</b>	<u> X </u> YES <u> </u> NO	
<b>Meeting called to order</b>	Julian Munoz called the meeting to order at 5:34pm	
<b>Item</b>	<b>Discussion</b>	<b>Action/Recommendation</b>
<b>Approval of the Agenda</b>	No discussion.	Julian Munoz called for a motion to approve the agenda. Regina Sanchez motioned. Brenda Baca seconded. -Julian Munoz called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
<b>Approval of Minutes</b>	6/26/18 & 07/06/18	Julian Munoz called for a motion to approve the 6/26 & 7/06 minutes. Brenda Baca motioned. Regina Sanchez seconded. -Julian Munoz called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
<b>Discussion/Action Items</b>		
<b>Budget Report</b>	<p><u>Vigil Jr.:</u> You have reports that end 6/30/2018, that closes your fiscal year. This is what we will be presenting for audit as well as what we upload for the PED for their final review.</p> <ul style="list-style-type: none"> <li>• Page 1- Your revenues did come in as expected. We are on target for getting all of our revenues in, that is not an issue.</li> <li>• Pages 2-8- Expenditures Report: Now you have zero functions with any sort of negative activity. You have 2.4 million across all funds that you have availability. This looks 100% different than it did at the end of last year.</li> <li>• Pages 9-10- Bank Account Register Activity Report: This is the activity for the month of June and you can see the total of deposits exceeded the withdrawals by \$250,000.</li> <li>• Page 11 Bank Reconciliation: You finished with nearly 2 million in the bank.</li> <li>• Page 12- Cash by Fund Report: Most of the cash resides in the Operational SEG Fund at \$718,982.35.</li> </ul>	
<b>FY18 Audit Update</b>	<p><u>Vigil Jr.:</u> The audit starts on Monday the 6<sup>th</sup>. We have an insurance conference at 2pm and we need at least one GC member on the audit committee to call in. This is a new audit firm but they seem easy to work with and they're quick and complete the fieldwork in 2 days. I scheduled this audit early, so we could get a draft of the audit out and try to get our board of finance back. With the draft findings, we will knock out ½ the findings immediately and the remaining findings, if any, will be at such a small level. I have already sent an email to David Craig and his boss requesting the board of finance back and gave them reasons why including documentation to support it.</p>	
<b>Officer Elections</b>	<p><u>Munoz:</u></p> <ol style="list-style-type: none"> <li>a. President: Judy Griego</li> <li>b. Vice President: Regina Sanchez</li> <li>c. Secretary: Brenda Baca</li> </ol>	Julian Munoz called for a motion to approve the officer nominations and elect Judy Griego-President, Regina Sanchez- Vice President, and Brenda Baca- Secretary. Regina Sanchez motioned. Brenda Baca seconded. -Julian Munoz called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
<b>Sub-committee Elections</b>	<p><u>Munoz:</u></p> <ol style="list-style-type: none"> <li>a. Finance- Julian Munoz</li> <li>b. Audit- Julian Munoz</li> <li>c. Facilities- Regina Sanchez</li> <li>d. Curriculum, Instruction, Assessment, and Policy- Brenda Baca</li> </ol>	Julian Munoz called for a motion to approve the sub-committee elections. Brenda Baca motioned. Julian Munoz seconded. -Julian Munoz called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
<b>Board Self-Evaluation Update</b>	<i>*Item tabled until next meeting</i>	Julian Munoz called for a motion to table item until August meeting.

		<p>Julian Munoz motioned.  Brenda Baca seconded.  -Julian Munoz called for a vote.  GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained</p>
<p><b>Approval of SY 18-19 Merit Pay System</b></p>	<p><u>Jones:</u> At the last meeting, we discussed the potential of having a Merit Pay System. We did offer the staff a retention stipend and they were very excited and very appreciative of that. We did have a few people concerned with the merit pay system; one of the things that came up was the potential for everyone to earn something including the PE and Art teachers. Kinder-2<sup>nd</sup> Grade Teachers have the potential to earn \$2,000 for meeting the eight applicable goals. 3<sup>rd</sup>-8<sup>th</sup> Grade Teachers also have the potential to earn \$2,000 for meeting the eight applicable goals. They must meet the criteria and it is attached to NM Dash. The NM Dash Team will identify the goals that must be met by the staff members. These will be rigorous goals, not giveaway goals; we need to increase our levels of proficiency. But there has to be some sort of stipulation built in for being under enrolled. We have 370 students registered right now; we ended the last year at 350, so we have already increased but there is a new school being built. I will reach out to the Title II office and see what advice they can offer.  <u>Munoz:</u> We will approve this on three contingencies: based on available funds, a draft MOU, and also legal review.</p>	<p>Julian Munoz called for a motion to approve the SY 18-19 Merit Pay System with the contingencies.  Brenda Baca motioned.  Julian Munoz seconded.  -Julian Munoz called for a vote.  GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained</p>
<p><b>CAP and PF Updates</b></p>	<p><u>Jones:</u> At the previous PEC meeting on June 15<sup>th</sup>, we presented our data on behalf of the school and Katie also presented and said that we met our Math goal, exceeded the state on Access, but we didn't meet our reading goal. We calculated those goals differently and we got 84% for reading and she said we got 73.5%. The PEC decided to not have us go to a third-party to review the data; the third-party contractor was supposed to make that final decision. Even though the CAP spells out the exact procedures to follow and they violated that. So now we are waiting for the school letter grade to come out. As far as the Performance Framework is concerned, we made the top 10 list of charter schools for math growth which is great. I think we are on track, we did really well last year and it's time to start anew.</p>	
<p><b>Head Administrator Updates</b></p>	<p>N/A</p>	
<p><b>Public Comment</b></p>	<p>Will Lucero: I can see how it is a good experience and it's something that I'm excited about and I think I'm definitely going to pass over my resume to Julian.</p>	
<p><b>Announcement of Next GC Meeting</b></p> <p><b>Adjourn</b></p>	<p>Next GC meeting: August 27, 2018 at 5:30pm &amp; Finance Meeting at 5:00pm</p> <p>Meeting was adjourned at 6:30 pm</p>	<p>Julian Munoz asked for a motion to adjourn and schedule the next meeting on Monday, August 27<sup>th</sup>.  Julian Munoz motioned.  Regina Sanchez seconded.  -Julian Munoz called for a vote.  GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained</p>