

Albuquerque Bilingual Academy
ABA GC Meeting Minutes for Virtual Meeting
Date: July 27, 2020

Board Members Present	Brenda Baca, Doris Cole, Julian Munoz, Jose Garcia	
Absent	Melissa Trujeque	
Others in Attendance	Chris Jones, Danielle Miranda, Kyle Hunt, Priyam Banerjee	
QUORUM	<u> X </u> YES NO	
Meeting called to order	Brenda Baca called the meeting to order at <u>5:32 pm</u> & Roll Call by Brenda Baca	
Item	Discussion	Action/Recommendation
Approval of the Agenda	07/27/2020	Brenda Baca called for a motion to approve the agenda. Jose Garcia motioned. Doris Cole seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 4-0; 0 opposed; 0 abstained
Approval of Minutes	06/29/2020	Brenda Baca called for a motion to approve the 06/29 minutes. Jose Garcia motioned. Julian Munoz seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 4-0; 0 opposed; 0 abstained
Consent Agenda		
Approval of BARs	BARs for consideration: <ol style="list-style-type: none"> 1. 0001-M 2. 0002-D <ol style="list-style-type: none"> 1. Justification: To cover the homeless set aside for the Title I Award as mandated in the application. 2. Justification: \$4,673- To decrease budget based on HB-1 reductions emailed by Consuelo on 7/24. 	Brenda Baca called for a motion to approve BARs 0001-M & 0002-D. Julian Munoz motioned. Jose Garcia seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 4-0; 0 opposed; 0 abstained
Special Issues (Discussion/Action)		
Budget Report Updates	<p><u>Hunt:</u> These are our budget Reports as of June 30th. We did receive all of our SEG. We did receive a little more in HB-33 and SB-9 which is always nice. Going down to our Expenditure Report, going through these they are very much similar to the expenditure reports you've been seeing except for we had no encumbrances because all contracts and all POs are technically closed as of 06/30. Going through we do have positive budget availability within all functions which is what we need for audit compliance. We did end the year with \$462,855.08 in Operational cash which is great. It is a \$60,000 increase that we will have once we get a preliminary addition in the audit; I know Mr. Jones is already thinking of ideas and items we can purchase. Other than that, we've pretty much utilized all of our other awards as best we could. Food Services is one exception that we do have a lot of carryover and we're going to be taking over \$200,000 into that fund next year. Most of the other funds, as I mentioned, were fully expended as best we could. With the exception of Title III and Title II, those awards were restricted, and they ended up denying our expenditures as we tried to request reimbursement for them. We do have our Bank Account Register Report, you can see we got out Special Appropriation RfR right at the beginning of June. We actually we had our RfR done since February, so it's about a 4-month turnaround time on that one. Very basic payroll activities and accounts payable. We did have positive cash flow of \$642,229.95 and only dispersed \$321,702.35. A big portion besides getting a lot of RfR's in was the fact our SEG and our HB-33 and SB-9 came in. We did end the month with \$2.6 million in the bank, but we did have \$59,388.20 in outstanding checks. Going down to our Balance Sheet, this shows how that \$2.6 million is laid out into most of our accounts; a majority of it is in Operational, Food Service Fund, and then our HB-33 and SB-9. Going down to our Dashboard, overall, we did have a pretty similar year besides increasing the program and increased membership.</p>	
FY20 Audit Updates	<p><u>Hunt:</u> We had the annual audit process. We are going to doing some final fieldwork in September and as soon as I know and they start scheduling, I will let you know.</p> <p><u>Jones:</u> Once we have school specific meetings, I think we'll be on the ball.</p>	
Approval of FY21 Purchases	<p>a. <u>Envision Math</u></p> <p><u>Jones:</u> I wanted to request from the council an approval on enVision Math which is a core curriculum. This is a math curriculum that was recently vetted by a team of educators from ABA and they provided a recommendation. We had several curriculum programs to look at and they narrowed them down to three and ultimately picked Envision Math. The last time the school adopted math curriculum was Stepping Stones which was about 8 years ago. So as things evolve, programs evolve, and this is one of the latest and greatest programs. We teach Math in Spanish, so our Spanish teachers actually took all of the programs into consideration and this is their</p>	Brenda Baca called for a motion to give the Executive Director a conditional approval for the math curriculum enVision Math not to exceed \$51,000. Julian Munoz motioned. Jose Garcia seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 4-0; 0 opposed; 0

	<p>recommendation. The price quote summary includes: Success Maker at \$4,608.00, enVision Math at \$27,801.90, and enVision Math 6-8 at \$13,630.95 for a total of \$49,770.90. One thing we're looking forward to doing is meeting with the publisher again. Because Math at ABA is taught in Spanish, we're going to try to look and see what we can eliminate from the list and lessen the cost. I wanted to get an approval for the amount of \$49,770.90 plus \$1,000 for PD. I am looking for creative ways to use federal funding but I'm asking you to approve a \$51,000 purchase and that is something that I will not exceed.</p>	abstained
ABA Re-entry Plan Updates	<p><u>Jones:</u> I just wanted to quickly share with you our Re-Entry Plan. The re-entry guidance summary is changing almost on a weekly basis. I can tell you that 50% of our families have stated that they want to keep their kids home for the entire year or until things change significantly. For staff, we're about 50/50; many staff members are ready to come back now and 50% of staff are wanting to not return. We're proposing a Monday-Thursday (Cohorts A and B attend on rotating basis) with no school on Fridays due to deep cleaning. Online learning required during non-physical attendance days for 6.25 hours/day. There will be daily live lessons taught as well as online work to be completed. We're planning to have similar schedules for families based on last names. Our transportation award was just cut but they are requiring us to use Herrera at 1/3 capacity, so one kid per seat which cuts our ridership by 2/3. Dress Code: we know that face masks are required through the entire day. We ordered 1000s of masks; everything is on backorder and it's taking a long time to get PPE. The three learning options include: Online, Hybrid, and In-Person. We're calling for in-person instruction to begin on October 5th, this is not that we don't want to come back as soon as possible, but we felt that we now have cases surging to give us more time. We will have two Cohorts - A and B (K-8). The dates for those are: Kindergarten-3rd Grade: Cohort A (10/12); Cohort B (10/19); Grades 4-8: Cohort A (10/26); Grades 6-8 (11/2). We will have 50% capacity in classrooms or other on-campus spaces. It looks like consistently in the metro area, that most schools are planning to begin in-person learning in October.</p> <p>Online learning for PreK-8 will begin on August 19, 2020-Beginning of Phase Three. 6.25 hours of learning time required for all students-synchronous and asynchronous. Laptops and hotspots provided to families upon request (based on need). We're adopting online curriculum implemented for grades K-8. We're continuing dual language instruction. Increased instructional time expectation for all grade levels. We're hoping to offer this Daytime Supervision Enrichment Service, but it's looking rough. I originally planned to have Title I be a big part of funding this program, but Title I disapproved my request. So, I am looking at CARES Act funding to help out and right now we have about \$16,000 in Title IV that we plan to use. This program is for the days when kids are not supposed to be on campus. We're still working on it, but right now it isn't looking as positive as it did before.</p> <p>Instructional Time Requirements: it looks like we have enough days on our calendar according to the PED calculations. We will participate in the K-5 program and have all of our students K-8 included in next year's program. It will be 25 additional days of instruction. We're hoping to have a traditional 2021-2022 school year. Looking at the Benefits and Drawbacks, we want everyone to be safe and respect our families, respect our students, respect our educators. We're seeing educators retiring. So now we have such a teacher shortage more than we ever had before and an even bigger shortage of bilingual educators and educators with TESOL certification. We all want to get back to normal and get back to teaching but it has to be done safely. Today I did receive some feedback on this plan, and I am going to provide further information. Once I get an approval, I will give you another update.</p>	
Closed Session	<p><u>Baca:</u> I invite Chris Jones and Kyle Hunt to the closed session.</p> <p>Time: 6:15pm</p>	<p>Brenda Baca called for a motion for ABA's Board of Education to convene in Executive Session Pursuant to the Open Meetings Act: NMSA 1978 § 10-15-1 (H)(8) for the Purpose of Discussing the Sale or Lease of Property; NMSA 1978 § 10-15-1 (H)(2) for the Purpose of Discussing Confidential Personnel Matter Re: Head Administrator Contract. Julian Munoz motioned. Jose Garcia seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 4-0; 0 opposed; 0 abstained</p>
Reconvene to Open Session	<p><u>Baca:</u> Roll Call- states that all members agree that the matters discussed in the Executive Session were only limited to those specified in the agenda.</p>	Reconvene to Open Session
Action as Necessary from Closed Session (Discussion/Action)	<p><u>Baca:</u> We will reinstate the Head Administrator's contract.</p>	<p>GC approved what was discussed in closed session is approved. GC approved unanimously by a vote of 4-0; 0 opposed; 0 abstained</p>
Head Administrator Updates	N/A	

Public Comment	N/A	
Announcement of Next GC Meeting	Next GC meeting: <u>Monday, August 25, 2020; 5:30 pm</u>	Brenda Baca asked for a motion to adjourn.
Adjourn	Meeting was adjourned	Julian Munoz motioned. Jose Garcia seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 4-0; 0 opposed; 0 abstained