

Albuquerque Bilingual Academy
ABA GC Meeting Minutes for Virtual Meeting
Date: October 26, 2020

Board Members Present	Brenda Baca, Doris Cole, Julian Munoz	
Absent	Jose Garcia, Melissa Trujeque, Chris Jones	
Others in Attendance	Kyle Hunt, Danielle Miranda, Priyam Banerjee, Esteban Cole	
QUORUM	<u> X </u> YES NO	
Meeting called to order	Brenda Baca called the meeting to order at 5:42 pm & Roll Call by Brenda Baca	
Item	Discussion	Action/Recommendation
Approval of the Agenda	10/26/2020	Brenda Baca called for a motion to approve the agenda. Julian Munoz motioned. Doris Cole seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
Approval of Minutes	09/28/2020	Brenda Baca called for a motion to approve the 09/28 minutes. Julian Munoz motioned. Doris Cole seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
Consent Agenda		
Approval of BARs	BAR for consideration: 1. 0008-I 1. Justification: \$421,106- To increase operational SEG budget to reflect program value of Oct SEG BAR provided by NMPED.	Brenda Baca called for a motion to approve BARs 0008-I. Julian Munoz motioned. Doris Cole seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
Special Issues (Discussion/Action)		
Budget Report Updates	Hunt: Moving on to our actual financial reports, we do have the Revenue Report and we did receive a lot of Rental Income from this last year from the Central Campus at YDI. They paid us for the last year's rent. So, for all these small items that we don't have budget for, we are now going to be doing minor BARs. So, we actually are going to get at about \$23,000 or so possibly more to our Operational Budget. Other than that, we are still waiting on all of our federal funds; the RFR process does take about a 2-month turnaround time and I do have to have to have the Expenditures in August and September before I can even submit them. Hopefully, we should be seeing loop in from PED on these within the next few months. Going down to the Expenditure Report, we do have a lot of positives as we talked about. I did mention that we already had a lot of our K-5 Plus Program budgeted; we did that with our initial thing, they removed those units. That's just why that BAR didn't actually have too many of those object codes for the K-5 Plus Program and a lot more for that extended learning time. Overall, though, we do have a few changes. You know how with how COVID and the Pandemic planned out with changes to advertising and legal, we're going to be having to make minor adjustments. Those will probably be corrected with the same small revenue BARs since overall, we do actually show a very positive budget as we move through. Even at our total fund operational \$11,000, this showed \$64,000 and we did have that \$421,000 increase but it didn't have the previous BARs decrease so it's only going to increase about \$200,000. And of that \$200,000, we do still have to add all the stipends for K-5 Plus and for the extended learning time. So, that will probably utilize most of those funds, but we'll stay at a pretty good positive operational available budget. Other than that, all of our other budgets are moving through as planned. As we mentioned we did have a lot of change ups in a few of our budgets such as moving a lot more software into Title I since we couldn't do our aftercare program, the same way we had previously done it. I know Chris does has plans for his Title II and Title III but with the Pandemic it does make this things kind of hard. Other than that, we don't have too many other budgets that have a lot of changes on them. We do still have a ton of our operational budgets for the lease to purchase as we finalize that this month. Going down to our Check Register Report, these are all of the items that entered and left our bank account within this month. So, we still did have positive cash flow of \$356,000 with only dispersing \$323,000; mostly monthly invoices and we actually didn't receive too many different cash receipts or RFRs. The big one was just the SEG; we did get an E-Rate and some HB-33 and SB-9; that is really the only big highlights on there. Of the \$2.57 that we began the month with, we actually ended the month with \$2.6 million in the bank afterwards with only \$3,000 of outstanding checks. Of those outstanding checks, \$2,000 are still for our Home Depot Gift Cards and are soon to be expiring by the platform payment; so if they do not cash that by 11/01, I will actually stale date this in our system and we'll actually get a small refund. Going down, this will	

	show how our \$2.6 million is laid out and you can see that majority of it is in our operational fund, our food services fund, and HB-33 and SB-9 funds. We do have a few negatives as we did mention, RFRs for Pre-K, CARES Act, etc. Looking at the dashboard, we do have a lot less expenditures in operational at this time; this is mainly due to the fact that at one point the K-5 Plus Program does operate in July and August and obviously it did not happen this year and so, we'll kind of catch up to the YTD expenditures once we hit June and we've cut to the extended learning time and we have our K-5 Plus days. Other than that, there is not too many changes here.	
ELTP and K-5 Plus Update	<i>*Item tabled until next meeting</i>	Brenda Baca called for a motion to table this item until Chris Jones can join us at the next meeting. Julian Munoz motioned. Doris Cole seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
Audit Update	<u>Hunt</u> : We expect to have our audit exit conference hopefully this week or early next week. I answered the reminder of a few questions. Looks like we will most likely have two compliance issues. But other than that, it went well.	
GC Open Meeting Act Guidance (Virtual Meetings) Updates	<u>Munoz</u> : If you remember, I believe Chris sent us an email basically stating that we can keep meeting through Zoom or through phone. We just have to be able to have if there's anyone in the public that wants to join, they need to have clear instructions for how to join and then those people have to present themselves if they're going to be speaking or if they're presenting in the meeting. It is just updates; I recommend that you all read it. If we ever do have someone wanting to join, we should have clear instructions on how they can log onto the Zoom meeting and also the protocol for them to follow along when they're in the meeting.	
Approval of 2020-2021 Student/Parent Handbook	<i>*Item tabled until next meeting</i>	Brenda Baca called for a motion to table items #5,6,8 until the next meeting. Julian Munoz motioned. Doris Cole seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
Technology Update	<i>*Item tabled until next meeting</i>	
Facilities Update: RDF Underwriting	<u>Munoz</u> : They are supposed to be signing either today or tomorrow for that. I'll reach out to Chris on that. Other than that, they received all the certificates that are insurances that they need in order to move forward as well. <u>Baca</u> : Yeah, we signed on Thursday and as far as I know, I keep getting emails from Alyssa and Ana from the title company. I think they did it today actually; they were finishing up everything today. <u>Munoz</u> : If we need to, we can ask Chris for more details next time. But for the most part, it's done. We finally got it done.	
ABA Reentry (In-Person Return Date)	<i>*Item tabled until next meeting</i>	
Head Administrator Updates	N/A	
Public Comment	N/A	
Announcement of Next GC Meeting	Next GC meeting: <u>Monday, November 30, 2020; 5:30 pm</u>	Brenda Baca asked for a motion to adjourn. Julian Munoz motioned. Doris Cole seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
Adjourn	Meeting was adjourned at 5:58 pm	