

LA PROMESA EARLY LEARNING CENTER
LPELC GC Meeting Minutes
Date: February 25, 2019

Board Members Present	Regina Sanchez, Brenda Baca, Julian Munoz, Doris Cole	
Absent		
Others in Attendance	Chris Jones, Danielle Miranda, Mike Vigil, Esteban Cole, Crystal Avalos, Priyam Banerjee, Melissa Trujeque	
QUORUM	<u> X </u> YES <u> </u> NO	
Meeting called to order	Brenda Baca called the meeting to order at <u>5:35pm</u> & Roll Call by Reggie Sanchez	
Item	Discussion	Action/Recommendation
Approval of the Agenda	No discussion.	Brenda Baca called for a motion to approve the agenda. Julian Munoz motioned. Reggie Sanchez seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
Approval of Minutes	01/28/2019	Brenda Baca for a motion to approve the 01/28 minutes. Julian Munoz motioned. Reggie Sanchez 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	<u>Vigil Jr.:</u> <ul style="list-style-type: none"> • Page 1- Revenue Report- The reports that were sent out for the month ending 01/31/2019. When it comes to your revenues, the only thing was new is that we had another big distribution for your Capital Outlay funds. I set them up in line HB-33 which came in at just over \$130,000. Other than that, revenues are coming in as normal. We had another reimbursement for Excellence in Teaching Awards for your two teachers that got extra bonuses, so we got reimbursed totally for paying those out in December. • Pages 2-8- Expenditures Report: We are going to get an increase to our budget that means if things stay the same, we are going to end the year at \$110,000 in cash carryover. So going into next year with that in the bank is a good thing. All the other funds have stayed the same, there is nothing new. • Pages 9- Bank Account Register Activity Report: This tells you what you deposited in the bank and what you cut checks for. You can see that we brought in \$482,751.75 and we spent \$349,311.49. This is adding to the cash reserve. • Page 10-11- Outstanding POs Report: As of this report there was nothing new issued beyond February 7th, so again those POs are slowing down. • Page 12-13 Bank Reconciliation and Balance Sheet: We reconciled to the GL at \$1,906,694.63, a lot of that is dedicated to your Capital Outlay. We are looking good cash wise and we will close the year with a good budget. 	
Approval of BAR	BARs for consideration: 1. 528-000-1819-0031-I 2. 528-000-1819-0032-I 1. Justification: Increase to recognize unit value increase in current FY per guidance from NMPED. 2. Justification: Increase to recognize full rental fee and total of contract amount.	Brenda Baca called for a motion to approve BAR #0031-I & 0032-I. Julian Munoz motioned. Reggie Sanchez seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
Prospective GC Member Presentation(s)	<u>Trujeque:</u> I currently work for the Public Employees Retirement Association of New Mexico, so I am familiar with the legislative systems and everything that is going on with our budget. I retire all of our state, city and county employees. I would like to join because it is a good opportunity. <u>Jones:</u> Melissa is actually affiliated with our school; her grandmother is our Health Assistant. One of the positive things is that she knows about our school and she is willing to come on board and help. You will need to complete the training requirements before June 2019.	
Approval of Addition of New GC Member(s)		Brenda Baca called for a motion to approve the new GC member, Melissa Trujeque. Julian Munoz motioned. Reggie Sanchez seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
Update on CSD Monitoring Visit	<u>Jones:</u> We are required by contract to have two visits per school year from the CSD. In November we had our first visit; they were here the full day and inspected everything. Our second visit was scheduled for today and they decided not to come. Our visit in November went well enough to where they felt confident in what we showed them. Today they decided to do a phone conference in place of the visit. They asked us for two updates on things which were about the GC board	

	training and our records. We're going to work with the Language and Culture Bureau on proving to them that we've updated our records which we have. Those were the only two things that she brought to our attention today. It was a great conference call considering where we've come from.	
Approval of Authorizer and Date of Renewal Application Submission	<u>Jones:</u> We attending the first Renewal Training and they presented the submission dates for the application. We need to figure out as a board when we are going to submit the renewal application. We have a couple of dates that include September 18-30, 2019 and the benefit of submitting early is that they have more time to review it. For us, I checked the early submission box because I believe I can finish the application by them and share it with the board. I also think it would be most advantageous to submit early because we've been on their bad side for years. But ultimately it is up to the council. The second date is Oct 2-25, 2019. It is up for to decide when we submit. My recommendation is to submit it early in September. The other thing you need to vote on is the actual authorizer, so who is going to be our authorizer. We can choose a local authorizer through APS or we can choose to submit to the PEC. My recommendation would be to continue to work with the PEC as our authorizer.	Brenda Baca called for a motion to approve the PEC as our Authorizer and submit our Renewal Application in September 2019. Julian Munoz motioned. Reggie Sanchez seconded. - Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
Approval of School Name Change Recommendation	<u>Jones:</u> As you know and approved, we began our work with a marketing contractor. We did come up with a whole process of identifying ways in which we can change our name. We asked the staff a number of questions including what makes us different, positive adjectives, critical adjectives, recruitment, and recommended future students. From the results were able to identify our strengths and weakness and arrived at some school names. We ended up merging some of the names together to come up with three choices and then we allowed our staff and families to vote. The results from the survey are Bilingual Education and Enrichment Academy at 48.7%, Albuquerque Bilingual Charter School at 44.6%, and Albuquerque School for Language, Arts, and Sciences at 6.7%. If we go with Enrichment Academy, we're going to have to invest in curriculum and labs. It would be a huge investment and commitment. We will also need to have staff training. The leadership and the GC board will have to come together and figure out how we can move in that direction. Any way that we go, the plan is to build out. I am content with anything but it is the decision of the board to make. I would like for you to vote because next up for me is getting on the agenda at the PEC meeting and get this changed. <u>Munoz:</u> I like the first choice. I think it's best to aim high and take the school to the next level. We can get the resources for the teachers. The staff and parents voted and we have to take that into consideration. <u>Sanchez:</u> Anything with Academy is a good choice. Enrichment can be even musically, our Mariachi group can grow even more with more students. <u>Cole:</u> The name is very good but we need to be realistic. If it is going to be a bilingual school, it is very difficult to find bilingual science and social studies teachers. We have a huge problem at my school to find bilingual teachers with those endorsements. We need to be realistic because this is a problem. If it is bilingual, then we need to offer bilingual in all subjects. <u>Baca:</u> I like the Albuquerque Bilingual Charter School more because it has a catch to it. We need more kids, so we need to pick something that will bring in more kids. <i>*Albuquerque Bilingual Academy was decided and voted on by GC members</i>	Brenda Baca called for a motion to approve the school name change to Albuquerque Bilingual Academy. Julian Munoz motioned. Reggie Sanchez seconded. - Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
Presentation of CSD Monitoring Visit Findings	<i>*this item was discussed earlier in the meeting</i>	
PF Update-Monitoring Tool Presentation	<u>Jones:</u> This is the Accountability Dashboard for the month of January. Our total enrollment is 385 but that does include Pre-K. We are still below than what we projected and we're still in trouble. The name change is going to help us. Our Special Education population s at 12% and our ELL population is at 48%. For staffing, we have 45 staff members and 26 teachers. Student Recruitment increased by 7 last month. Attendance for January was at 95%. We lost three students in January because they moved away. We have our NWEA middle of year data. Our NWEA Reading scores show that we have 59% of students at average and above and our NWEA Math scores show that we have 55% of students at average and above. End of year is coming up at the end of April. Climate Data: we had 0 referrals and 5 suspensions. The bus and recess time is very problematic. This is a crazy month and time for kids and teachers; it creates this burnout situation. After Spring Break, those numbers should go down. Our goal is to be proficient or increase by 1.5 years.	
Head Administrator Updates	<u>Jones:</u> We do have enrollment happening right now; we enrolled 10 new students through the lottery. But once again, we have to make a big push. I'm really concerned about enrollment. We have to figure out a way to get kids here because budget season is coming up and I will have to start making cuts. The name change is going to help us because it is going to put our school in a better light.	
Public Comment	N/A	
Announcement of Next GC Meeting	Next GC meeting: <u>March 25, 2019 at 5:30 pm</u>	Brenda Baca asked for a motion to adjourn. Julian Munoz motioned. Reggie Sanchez 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 7:14 pm	