

Christine Duncan Heritage Academy
Governing Council Meeting Agenda
December 11, 2019
5:00 p.m.

Board Members: Ben Maes _____ Francisco Ronquillo _____
Beth Esquivel _____ Elijah Esquivel _____
Dr. Luis Quiñonez _____

QUORUM: _____

Call to Order/ Roll Call: Ben Maes

Approval of Board Minutes: Ben Maes

Approval of Agenda: Ben Maes

Reports:

Presidents' Report	Mr. Ben Maes
Teachers Report	Mariah Regan and María Baca
Student Council President's Report	Valeria Garcia
Principal's Report: (see attached report)	Jesús Moncada

Discussion/Action Items:

(A) Budget Update and Approval of BARS, vouchers, financials, and bank reconciliation
Angie Lerner

Portable Update Angie Lerner

(A) Discussion with possible Approval of new Governing Council Member (Rick)
Ben Maes

(A) Discussion and possible Approval of PreK Stipend for Principal Moncada
Ben Maes

(A) Discussion and possible Approval of Policy on Medical Cannabis in School
Jesús Moncada

***Pursuant to the Open Meetings Act Sections 10-15-1 (H)(7) NMSA 1978, the Board
will meet in closed session limited personnel matters.***

Employee Issues (Closed Session) Jesús Moncada

Meeting Adjourned:

Open Discussion: _____ Next Meeting: **January 8, 2020 at 5:00**

Christine Duncan Heritage Academy
Governing Council Meeting Agenda
November 21, 2019
5:00 p.m.

Board Members: Ben Maes x Francisco Ronquillo ab Beth Esquivel ab
Dr. Luis Quiñones x Elijah Esquivel x

QUORUM: YES

Call to Order/Roll call: 5:11 p.m.

Ben Maes

Approval of Board Minutes:

Entertained motion by Ben Maes to approve minutes
Motion made to accept board minutes as presented
by Elijah Esquivel, Seconded by Dr. Luis Quiñones,
Vote: Unanimous

Ben Maes

Approval of Agenda:

Motion made to approve agenda by Ben Maes, seconded
by Dr. Luis Quiñones, vote: unanimous

Ben Maes

President's Report

Mr. Ben Maes:

Explained the difference between the old and the new protocol to become a member of the Governing Council. Proceeded to explain about it:
The Governing Council meeting training for fiscal status, goals, and correct performance.
Notified the school of the new requirements from the PED that we must follow.
Discussed the Council Retreat and would like to have it in January 2020.
He explained how he heard about a lot of people participating in "Explora." Congratulated the school for a successful Family Night at EXPLORA!

Eva Ornelas' Report

Eva Ornelas introduced herself and shared how teachers are preparing to take a test called "La Prueba."

Eva Ornelas also shared that we have 70 students in the Special Education Program and that the teachers of the Special Education department had been in training all week.

Eva Ornelas also shared about the Middle School PLC meeting, behavior of the students, and the teachers and administration's action plan.

Ana Vasquez Report

Ana Vasquez introduced herself and shared about what the school did for the Abriendo Puertas Program, Día De Los Muertos Celebration, Food Drive Distributions, School Thanksgiving Dinner, Explora Family Night, and the Special Speaker: Guero Loco.

Ana Vasquez also shared about how a group of teachers attended a 3-day conference called "La Cosecha" and the benefits for professional development for all teachers who participated.

Valeria Garcia Report

Valeria Garcia shared about the school events that took place and how they want to do a fundraiser to sell chocolate bars to support the sports team and to buy uniforms and equipment for the team. She also said Student Council would like to do fundraising to support after school program activities with teaching materials.

Principal's Report (see attached Report)

Jesús Moncada:

Explained that he received three resumes for the PK position but has not contacted all of them yet. Explained the problems with the licenses and how he has assisted teachers in getting the license. Explained that there are staff members still in need of getting their license, and he is now focusing on assisting the Educational Assistants to get their licenses.

Shared that he requested three waivers for Bilingual Endorsements and that the school has one staff member who passed the exam, "La Prueba" for the endorsement and some more are scheduled to take the test. Shared that he and Dr. Delgado attended the K-5+ and Extended Learning Time Program on Oct. 25 and he is pursuing the ELTP grant for the school. Shared about "La Cosecha" site visits from teachers and administrators from other states and that during their stay, the school presented the celebration of the Día De Los Muertos program.

Shared that the 8th-grade class went on a field trip to White Sands. Explained to the board about the "90 Day Plan" and that the school is on track. Explained how the school got the money for title programs. Explained that the school got approval for a \$90,000 grant for the supper program. Shared his support for the renewal of a charter school with Dr. Escobedo and a team of charter school educators, and that he was there to meet with them for about three times and the site visit of the school applying for renewal. He said that was a great experience for him and it should help him prepare for the renewal. He also shared that he had a meeting with Dr. Escobedo to review the Fall Site Visit. They also talked about the renewal of our school and that we, as a school, can submit our renewal plan by April instead of October. Explained the performance and renewal contract for five years, all the goals that we had, and all the achievements of the five years of the charter school renewal.

Discussion/ Action Items:

(A) Budget Update, and approval of BARS, vouchers, financials, and bank reconciliation
See Packet.

2 BARS lease assistance reimbursement grant, a grant that will help offset operational monies. Title I increase BAR. Payroll and accounts and vouchers

Angie Lerner

See report:

Motion was made to approve Budget Update and Approval of BARS, vouchers, financials, and bank reconciliation by Dr. Luis Quiñones, 2nd by Elijah Esquivel. Vote: Unanimous

Appointment of governing council members to fill vacancies

Ben Maes

Mr. Maes explained to the governing board that there were two positions vacant in the governing council and offered the positions to two board members; vice president and treasurer, the two board members accepted. Dr. Luis Quiñones is now the vice-president, and Elijah Esquivel is now the treasurer. They were appointed by Mr. Ben Maes.

Facility Update

Jesús Moncada

Mr. Moncada referred to an email sent to Mr. Ben Maes regarding the facility update and read it to the governing council. He had also invited Ms. Laurie Ihm, non-profit foundation president to comment on the decision of the foundation regarding the Paradise Hills facility. She read the letter of the foundation about not accepting to buy the building on Paradise Hills at this time.

CDHA Performance Contract Review

Jesús Moncada

Mr. Moncada asked the governing council if they had reviewed the performance contract sent to them by email. He reviewed the document with them briefly and asked them to read it in detail as that is what they will be working on as he prepares for the renewal. He also talked about the "90 Day Plan" and how Dr. Escobedo had mentioned in the meeting that for him, the parent involvement goal as stated in the performance framework was not measurable and he provided recommendations so they will see the change in that goal in the renewal process.

Regular meeting adjourned: 7:20 pm

Pursuant to the Open Meetings Act Sections 10-15-1 (H)(7) NMSA 1978, the Board will meet in closed session limited personnel matters.

Went into closed session at 7:20 pm

Discussed an Employment Issue during closed session

Discussed Principals PDP

Meeting was reopened at 7:30

Motion was made by Mr. Ben Maes to approve the Mr. Moncada's PDP plan, seconded by Dr. Luis Quiñones, and voted on.

Vote: Unanimous

Meeting adjourned: 7:20

Regular Meeting reopened: 7:30

Open Discussion: ___no___

Meeting adjourned: 7:30 pm

Next Meeting: **December 11th, 2019 at 5:00 P.M**