

Christine Duncan Heritage Academy
Governing Council Meeting Agenda
November 21, 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	Eva Ornelas and Ana Vazquez
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

Appointment of governing council members to fill vacancies Ben Maes

Facility Update Jesús Moncada

CDHA Performance Contract Review 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

Principals PDP (Closed Session) Ben Maes

Meeting Adjourned:

Open Discussion: _____ Next Meeting: **December 11, 2019 at 5:00**

Christine Duncan Heritage Academy

Governing Council Meeting Agenda

October 9, 2019

5:00 p.m.

Board Members:

Ben Maes Francisco Ronquillo
Beth Esquivel Elijah Esquivel ab
Dr. Luis Quiñonez

QUORUM: yes

Call to Order/ Roll Call: 5:05pm

Ben Maes

Approval of Board Minutes: Motion made to approve September Board minutes by Ben Maes, 2nd by Beth Esquivel Vote: Unanimous Ben Maes

Approval of Agenda: Motion Made to approve agenda by Beth Esquivel, 2nd by Dr. Quiñones. Vote: Unanimous Ben Maes

Reports:

Presidents' Report

Mr. Ben Maes

Hispanic Heritage celebration, Month Oct. 4, presentations were made and entertainment provided, APS essay writing contest, winners announced CDHA student won first place award for Middle School, Jimena Gonzales. Jimena was present and read her essay: Mi Familia. Congratulations from the CDHA Board!!

Teachers Report:

Julie Weeks and Frida Sanchez

Frida Sanchez: Middle School Spanish teacher, working on Synergy especially communicating with parents. Teachers are working on PDP and Program that focuses on nurturing students. Literacy night was a big success. Students will be participating in Día de los Muertos. Julie Weeks: Special Ed Teacher, New Program: Synergy, completed 25 IEP's to be in compliance with 40th day. About 75 students in the program. Some transfer students that have IEP's are being caught up. Over 100 parents attended Literacy Night. Printers/computer communication is needed in program. Jesus will put in a ticket and take care of the issue.

Student Council President's Report:

Valeria Garcia Vice President: Diego Aguirre

Homecoming Dance was held last week, \$198 in concession sales. Spirit week, this week, next week will be working on Fall Festival Haunted House. They are working on Mission Statement to be able to help teachers with projects.

Principal's Report: (see attached report)

Jesús Moncada

Mr. Alex has been hired to monitor security. Jesus explained the changes in staff. Last year was 1st Bilingual/Bi-National Spelling Bee, all students who participated were given a certificate by NMPED at an assembly at our school. Entire staff celebrated Mr. Jesus Moncada's birthday last Tuesday. CDHA has applied for Supper Grant and application needs revision. Emails were suspended for 1.5 days and everything is back on track. CDHA is looking for new members for Foundation. A meeting was held with Mr. Saylor. APS released salary for K-8 principals and

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Mr. Moncada would like us to visit the discrepancy with salaries. His salary should include Principal and Superintendent as other Charter Schools do.

Discussion/Action Items:

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

2 BARS lease change, a grant will help offset monies. Library and technology Bonds
Payroll and accounts vouchers.

See report:

Motion made to approve Budget Update and Approval of BARS, vouchers, financials, and bank reconciliation by Beth Esquivel, 2nd by Francisco Ronquillo Vote: Unanimous

(A) Approval of Budget Internal Controls.

Ben Maes

Renewal is due Oct. 01, 2020

Please check on disposal of portable building. Building is at Chaparral Elem. and needs to be disposed of.

Motion Made to approve Budget Internal Controls by Francisco Ronquillo, 2nd Dr. Quiñones,
Vote: Unanimous

(A) Approval of Disposition of Assets
Jesus Moncada

Old computers and technology that are no longer in working order have been listed in order to dispose of and create a space and receive a certificate of disposal.

Motion made to Approve of Disposition of Assets by Beth Esquivel, 2nd by Ben Maes
Vote: Unanimous

(A) Facility Update and Acceptance of Principal's Recommendation. Jesus Moncada
Report: Results of family survey, 220 received. Survey provided information about the school. Most families stated they would not follow the school if we are to move to the location off Coors and Paseo.

See report:

Staff: 37 responses. 100% said they would follow the school if moved.

Meeting with Mr. Saylor:

For 6 years, CDHA has been trying to purchase this building, it was suggested that we get another appraisal and work with owner on new negotiations. CDHA will pursue other options for financing. Mr. Saylor will finance if necessary. Lease to Purchase Act allows schools to work with owners. Our school will pursue the possibility of purchasing this facility or the Albertson's facility or Verizon Building that are closer.

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Foundation needs to be in good standing.

(A) Principals PDP (Closed Session)
Ben Maes

Closed session will be moved to agenda for next month.

Meeting Adjourned: 6:48

Open Discussion: _____ Next Meeting: **November 13, 2019 at 5:00**