

Christine Duncan Heritage Academy
Governing Council Meeting Agenda
July 17, 2019
5:00 p.m.

Board Members: Ben Maes _____ María Muñoz _____
Francisco Ronquillo _____ Beth Esquivel _____
Elijah Esquivel _____

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

Principal's Report: (see attached report) Jesús Moncada

Discussion/Action Items:

(A) Budget Update and Approval of BARS, vouchers, financials, and bank reconciliation Francisco Teran

(A) Approval of Principal's Contract Ben Maes

Facilities Update and Recommendation Jesus Moncada

Governing Council Membership/Recruitment Strategies Ben Maes

Pursuant to the Open Meetings Act Sections 10-15-1 (H)(2) and (H)(7) NMSA 1978, the Board will meet in closed session limited personnel matters.

Principal's Professional Development Plan (closed session) Jesús Moncada

(A) Approval of Principal's Evaluation Jesús Moncada

Meeting Adjourned:

Open Discussion: _____ Next Meeting: **August 14, 2019 at 5:00**

Christine Duncan Heritage Academy

Governing Council Meeting

June 19, 2019

5:00 p.m.

Board Members: Ben Maes X María Muñoz ab
Francisco Ronquillo X Beth Esquivel X
Elijah Esquivel ab

QUORUM: yes

Call to Order/ Roll Call: 5:00 Ben Maes

Approval of Board Minutes: Motion made to approve board minutes from April meeting by Ben Maes, Seconded by Francisco Ronquillo Vote: Unanimous
Ben Maes

Approval of Agenda: Motion made to approve minutes by Beth Esquivel, seconded by Francisco Ronquillo Vote: Unanimous
Ben Maes

Reports:

Presidents' Report Mr. Ben Maes
Ben Maes attended: Conference for Board members, June 03, 2019, meeting for lease agreement,

Día de Los Padres celebration at Barelás Community Center, bikes were donated to CDHA and helmets

Principal's Report: (see attached report) Jesús Moncada
Istation cannot be tested in the first couple of days of school because of issues with APS, Synergy is not fully implemented, will be by the second week of program and all ready by August. Mr. Moncada is interviewing for Social Worker. All other positions will be filled by the start of the school year. CDHA joined NM Coalition for Charter Schools on June 2nd, a guest speaker from PED spoke on the Social/Emotional needs of children. NMABE conference was attended by Mr. Moncada. Our alarm system needs to be updated and updates will begin after July 1, beg. of new fiscal year.

Discussion/Action Items:

(A) Budget Update and Approval of BARS, vouchers, financials, and bank reconciliation
See Packet Francisco Teran

No BARS this month, last date to submit was end of June, PED books are closed. Projections of monies for accounting were made to account for June money. As of the end of May, we were finished with the School year. CDHA purchased 15 Chromebooks, Items were purchased for cafeteria. 3 pay periods in May so expenses were higher.

Motion was made to approve budget update, vouchers, financials, and bank reconciliation as submitted by Ben Maes, seconded Francisco Ronquillo, Vote: unanimous

Christine Duncan Heritage Academy

Governing Council Meeting

June 19, 2019

5:00 p.m.

(A) Approval of revised Administrative Staff Salary Schedule Francisco Teran
Motion made to approve the Revised Admin Staff Salary Schedule pending approval by
PED by Beth Esquivel, seconded by Francisco Ronquillo Vote: unanimous

(A) Approval of Lease Agreement Ben Maes
Previous lease will be extended with an increase in rent and addition of new bathroom
and a new water fountain for outside.
Motion made to approve 2019/2020 lease agreement by Ben Maes, Beth Esquivel Vote:
Unanimous

*Pursuant to the Open Meetings Act Sections 10-15-1 (H)(2) and (H)(7) NMSA 1978,
the Board will meet in closed session limited personnel matters.*

Meeting adjourned at 6:14pm.

We are now in a closed session. 6:15

Principal's Professional Development Plan (closed session) Jesús Moncada

(A) Approval of Principal's Evaluation Jesús Moncada

(B) Approval of Principal's Contract Ben Maes

Closed meeting adjourned 6:24

Reopened 6:25

Rescheduled PDP review and evaluation for principal during a Special Session
scheduled for 6/27/19.

Meeting Adjourned: 6:27

Open Discussion: None Next Meeting: July 17, 2019 at 5:00

GC President → Ben Maes

GC Secretary → Beth Esquivel