

Christine Duncan Heritage Academy
Governing Council Meeting Agenda
July 22, 2020 at 5:00 p.m.

Call to Order: Time ____ p.m. /Roll Call:

Dr. Quiñones

Governing Council Members:

Name	Title	Present	Absent	Arrived Late	Depart Early
Dr. Luis Quiñones	President				
Mr. Elijah Esquivel	Vice President				
Mr. Francisco Ronquillo	Secretary				
Mr. Ben Maes	Treasurer				
Mr. Rick Reichard	Member				

Quorum: ____ Yes ____ No

Others Present: Mr. Jesús Moncada, Principal

Approval/Disapproval of July 22, 2020 Agenda: Dr. Quiñones

Approval/Disapproval of June 10, 2020 Minutes: Dr. Quiñones

Approval/Disapproval of June 24, 2020 Special Meeting Minutes:
Dr. Quiñones

Public Comments (3 minutes maximum for comment) Dr. Quiñones

Reports:

President's Report (3 minutes) Dr. Quiñones
Finance Committee Report (3 minutes) Mr. Ben Maes
Principal's Report (10 minutes) Mr. Moncada

Discussion/Action Items:

- A. Budget Update & Approval/Disapproval of BARS, vouchers, financials, and bank reconciliation for June – Ms. Angie Lerner
- B. Approval/Disapproval of Revised Salary Schedules – Mr. Moncada
- C. Approval/Disapproval of Incoming/Outgoing GC members – Dr. Quiñones
- D. Approval/Disapproval of Reentry Assurances – Mr. Moncada
- E. Approval/Disapproval of Tuition Reimbursement Policy – Mr. Moncada
- F. Approval/Disapproval of Doctoral Classes Reimbursement Request by Mr. Moncada
- G. Adjournment

Meeting Adjournment: Time ____ p.m./Next Meeting Date: August 12, 2020

Christine Duncan Heritage Academy

Governing Council Meeting Agenda

June 10, 2020 at 5:00 p.m.

Call to Order: Time 5:09 p.m. /Roll Call:

Dr. Quiñones

Governing Council Members:

Dr. Luis Quiñones, President X

Mr. Elijah Esquivel, Vice President X

Mr. Ben Maes, Treasurer X

Mr. Francisco Ronquillo, Secretary X

Mr. Rick Reichard, Member X

Quorum: X Yes ___ No

Also present by Zoom meeting: Jesus Moncada: Principal, Beth Esquivel: taking notes, Angie Lerner: Business Manager, Daniel Ivey-Soto for Dan Hill

Approval/Disapproval of May 27, 2020 Minutes: (1 min) Dr. Quiñones
Ben Maes Comment, finance committee, A written summary was presented, and questions were submitted and answered. Jesus Moncada, Ben Maes asked about NMPSIA insurance coverage for Governing Council members and Mr. Moncada researched this and found out governing council members are still covered by NMPSIA in the event of any lawsuits.

Entertained motion to approve meeting minutes from May meeting by Dr. Quiñones. Motion made to approve May meeting minutes by Rick Reichard, 2nd Ben Maes to approve with changes made. Vote: Unanimous vote to approve May meeting minutes as amended.

Approval/Disapproval of Agenda: (1 min)

Dr. Quiñones

Entertained motion by Dr. Quiñones to approve agenda. Motion made by Rick Reichard to approve June agenda, 2nd by Ben Maes Vote: Unanimous

Reports:

Public Input (3 mins maximum per comment)

President's Report (3 mins)

Dr. Quiñones

Martinez/Yazzie court mandate needs to be enacted, no excuses. Special needs, Hispanic, Indigenous, etc. students need to have access to equal education. Education nullifies 80% of negative aspects of inequity. CDHA has an Equity Council and will be following how changes are being implemented.

Finance Committee Report (3 mins)

Mr. Ben Maes

Ben Maes: A meeting was held today and the budget was discussed. NMPSIA Reduction of benefits for Governing Council if sued. Mr. Moncada stated that

changes were made but only for school property. Council members are still covered. Will speak with attorneys for clarification.

Principal's Report (10 mins)

Mr. Moncada

Jesus Moncada: CDHA projected student enrollment is up. We are supporting students and families as opposed to home school for fear of Pandemia. Mr. Moncada is scheduling interviews for Spec. Ed. Teachers. PED still plans to open school buildings in August if Governor's orders allow for it. 3 plans to re-open. Meeting with Public Charter Schools this week. Plans are being made to re-open. CARES ACT meeting with APS, CDHA will receive \$104,000. There have been a couple of break ins to CHDA and the school is filing insurance claims and will install a better alarm system and signage in order to deter future entry. RGEC has started a summer program for 20 students, will look into before/after care for Pre-school. CDHA is seeking reimbursement for GRANTS. Still Negotiating/Voting on Lease. Equity Council is being set up and implemented. A lot of training has been going on, because of COVID 19, many learning opportunities have not happened.

Ben Maes has a question on next year projection for 1st grade and 2nd grade, Mr. Moncada answered: an EA has been placed in 1st grade classes to help offset the higher number of students to be placed in classrooms.

Dr. Quiñones thanks Mr. Moncada for all his hard work during this very difficult time in education.

Discussion/Action Items:

- A. Budget Update: (15 mins) Approval/Disapproval of BARS and bank reconciliation for May payment and accounts payable vouchers for May
– Ms. Angie Lerner

1BAR #44IB Cares Act \$ to help with COVID 19, we will use for health and cleaning supplies, Chromebooks for students and laptops in the event that the 1st semester is taught remotely. Rick Reichard asked if that is enough, Mr. Moncada told him they had checked out 193 already so the school would need about an additional 225 Chromebooks. Rick Reichard asked how we make sure Chrome Books are secure while in school, Mr. Moncada answered that there are carts in school that protect the computers but recommends that students will take them home daily and carry back and forth. He also got a quote for face masks and has been comparing prices.

See Report: Angie has asked for reimbursement for Grants. Final allotment for some services. Angie is checking with vendors to see why checks have not cleared.

A question was asked: Is it possible to use funds from CDHA account in Money Market or other account to help gain more funds. Angie will ask our Attorney.

Motion Made by Elijah Esquivel to approve the BAR #44 IB and payment/accounts payable statements and budget update. 2nd Rick Reichard,
Vote: Unanimous

B. Approval/Disapproval of Policy for Electronic Check Signatures (3 mins)
See policy: Daniel Ivey-Soto went over the policy and answered questions.
Motion made to approve CDHA Electronic Check Signature policy by
Rick Reichard, 2nd Elijah Esquivel,
Vote: Unanimous

C. Approval/Disapproval of Lease Agreement (15 mins)
Ben Maes: Was Lease Agreement reviewed by Daniel Ivey-Soto, Section 6.01 landlord will maintain... why was paragraph taken out? Daniel Ivey-Soto: clarify/clean up some items. Law requires that those items are taken into account and can be in or out of lease without regard to outcome. Language can 11-02 former lease, maintenance responsibilities days from giving attention to landlord and then CDHA can make repairs and deduct from monthly payments. This was removed and asked to be re-instated. Ben Maes asks that New Lease Agreement, new price is higher. Ben Maes asks that motion made to approve the 2021 Lease as approved but with the Language of 2019-2020 Lease. Daniel Ivey-Soto: Material and Amount. Suggests we entertain 2 motions. 1 based on 2019-2020 lease and 2. Amount to be paid.
Motion made to approve the 2019-2020 lease document as the 2020-2021 except for price. By Ben Maes, 2nd Rick Reichard, Vote: Unanimous
Motion made to approve Lease Agreement for 2020-2021 price, \$34,000.
Mr. Saylor has made a 2 prog offer, if we continue to lease up the price to \$39,500, if we agree to purchase, keep the same amount as now. Former school paid a higher rental price than CDHA. Ben Maes LPA is different from rent and we are being asked to pay \$5,500 more. He suggests we keep rent the same as this year, at \$34,000.
Motion made to maintain the annual lease rent at \$34,000 by Ben Maes, 2nd Rick Reichard, Vote: Unanimous

Mr. Moncada asks what if Mr. Saylor does not accept the rent offer? Dr. Quiñones replied that we re-negotiate. Francisco Ronquillo asked, do we need to vote today to keep with timeline? Mr. Moncada replied that Mr. Saylor painted school, raised fence, brought in two storage units, fixed the roof to two buildings, fixed drainage

problem, built a restroom in the PreK classroom and other items that we should consider for higher rent payment.

G. Discussion: Governing Council Training (3 mins)

Jesus Moncada asks that all members finish training hours, PED approved Dan Hill to do training. Training is at your convenience. Training needs to be completed by the end of June.

H. Discussion: Principal's Evaluation & Contract (5 mins) Tentatively set to take place on June 24, 2020 in a closed session meeting, maybe at CDHA?

We are using the HOUSSE evaluation from the State.

I. Approval/Disapproval of Adjournment

No questions/concerns.

Motion made by Dr. Quiñones to adjourn meeting at 6:22 , 2nd by Rick Reichard

Meeting Adjournment: Time _6:22____p.m./Next Meeting Date: TBA