

Christine Duncan Heritage Academy
Governing Council Meeting Minutes
 November 11, 2020 at 5:00 p.m.

Call to Order: Time_5:03__p.m. /Roll Call:

Mr. Rick Reichard

Governing Council Members:

Name	Title	Present	Absent	Arrived Late	Depart Early
Mr. Rick Reichard	President	X			
Mr. Ben Maes	Treasurer	X			
Mr. Francisco Ronquillo	Secretary	X			
Ms. Beth Esquivel	Member	X			
Ms. Roxana De La Torre	Member	X			

Quorum: X Yes No

Others Present:

Mr. Jesús Moncada, Principal; Ms. Angie Lerner, Finance; Mr. Dan Hill, Attorney
 Ms. Salcido, Ms. Kron,

Approval/Disapproval of October 2020 Meeting Minutes, Agenda:

Mr. Rick Reichard

Motion made to approve October 2020 meeting minutes by Francisco Ronquillo,
 2nd Rick Reichard, Vote: Unanimous

Approval/Disapproval of November 11, 2020 agenda: Mr. Rick Reichard

Motion made to approve November agenda by Francisco Ronquillo,
 2nd Beth Esquivel. Vote: Unanimous

Public Comments (3 minutes maximum for comment)

Mr. Rick Reichard

none

Reports:

President's Report (3 minutes)

Mr. Rick Reichard

Finance Committee Report (3 minutes)

Mr. Ben Maes

Ben Maes reports that there was an extra charge of \$150 for false alarms with Fire Dept. CDHA Policy is going to be changed as to who can make that report. Moss Adams audit report has been finalized but waiting on final report to be open to the public to discuss. Financials will be discussed later.

Question: Why the charge for the false alarms? Answer: an employee, RGEC, security pulled door and alarm went off. The alarm company dispatches the fire and police department when the alarm goes off and no one answers the phone on time causing a fee for a false alarm. It has been an issue with limited people

working at the school. An email was sent out letting everyone know to access the school building from the front office to keep the alarm from going off.

Teacher's Report (3 minutes) Mrs. April Kron and Mrs. Salcido

April Kron: 3rd grade teacher, Teachers attend great professional development including La Cosecha. Teachers are using Envision Math Program and Benchmark, and the kids are excited. State testing went well. RGEC is working on academic support and collaboration. Spirit Week is this week. State Project is on going in her class. She uses Kids Focus every week. Question: increase in COVID cases across state, CDHA is stopping K-1, 5:1, and special education classes at the school. RGEC will continue because they are an essential business since they operate as a childcare provider for the school. The Educational Assistants were also asked to work from home due to a high increase in COVID cases. A letter was sent home with students letting parents know we were returning to remote learning mode.

Ms. Salcido: ELA Middle School Math Teacher, PLCs are being conducted weekly for collaboration. Students took iMSSA test and teachers are using the data from the test to teach strategies to be used across grades and skills for critical thinking and thinking skills, graphic organizers, etc. Teachers are working as a team to improve student attendance. Teachers are on call 24/7 for student/parent assistance. Attendance has improved.

Principal's Report (10 minutes)

Mr. Moncada

Jesus reports that 397 students are enrolled without the Pre-K (434 total), still looking for a Spec. Ed. Teacher for Middle School Math and may be hiring another 2nd grade teacher. Students were tested on iMSSA and IStation. Professional Development for teachers and Mr. Moncada was conducted on Oct. 23. Teachers were also sent to La Cosecha in Nov. Teachers also had training on on-line learning. New Staff had training. Grab and Go Meals are given out on Saturday and Monday and the program is now open to the community, SSO. Albuquerque Talent Development collaboration with CDHA students is going well. Fire Marshal update: corrections are being made. Moss Adams audit was completed. State reports were updated. Parent meetings are being conducted on Tuesdays. 2 Staff members had COVID and 2 indirect cases and all cases are being followed up and supported by CDHA and nursing staff. Francisco Ronquillo and Beth Esquivel attended the APS Renewal Site Visit with Dr. Escobedo and the APS Renewal Team. The virtual class visit did not go well because of technical issues. Mr. Moncada applied for a state grant that gave us access to free wi-fi in the school's

parking lot. Teacher evaluations are being conducted and classes are being visited by Mr. Moncada. There will be a free flu shot clinic held at the school on November 16. School received the NM Gear Up grant for college readiness and Mr. Moncada is working with the department of higher learning and also working with ATD. Francisco thanked Mr. Moncada for applying for so many Grants and receiving them for our school and students.

Discussion/Action Items:

A. Budget Update & Approval/Disapproval of BARS, vouchers, financials, and bank reconciliation - Ms. Angie Lerner

BARS 3

16T Transfer Spec Ed for EA's

17T Playground

18IB Lease reimbursement funds

Spent all CARES Act money, October expenses should be very close to the rest of the year. Angie is working to get uncleared checks cashed.

Motion made to approve Budget Update & Approval of BARS, 16T, 17T, & 18IB, vouchers, financials, and bank reconciliation by Beth Esquivel, 2nd by Francisco Ronquillo, Vote: Unanimous

Governing Council Training

Mr. Rick Reichard

All members are encouraged to sign up for online classes. All new members need 10 hours each year, veteran members need only 8. Let Mr. Moncada know if you are interested on getting registered for the online trainings.

B. Governing Council Recruitment of Members

Mr. Moncada

We need a few more council members on the board. Please reach out to anyone who might want to join us. It is recommended that it be promoted on the FaceBook Page, maybe people from Rio Grande collaborative/WalMart/Community Organizations. We need people who are committed.

6:07 closed session all non-governing council members signed off

Motion made to close session pursuant to open meetings acts to discuss limited personnel matters; to discuss PDP for Mr. Moncada. Motion made by Rick Reichard, 2nd Francisco Ronquillo, Roll Call to close session:

Rick: Yes

Beth: Yes

Francisco: Yes

Ben: Yes

Roxanna: Yes.

Vote: Unanimous

C. Approval/Disapproval of Principal's PDP (Closed Session)

“Pursuant to Section 1-015-1(H) (2) NMSA 1978, the Board will meet in closed session to discuss limited personnel matters.”

Mr. Rick Reichard

Meeting returned to open session at 6:37 after discussion of Principal's PDP.

Meeting Adjournment: Time __6:37__p.m.

Next Meeting Date: December 9, 2020 at 5:00