

Christine Duncan Heritage Academy
Governing Council Meeting Minutes
December 9, 2020 at 5:00 p.m.

Call to Order: Time_5:03p.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
Mr. Muro, Ms. Theresa, Daniel Ivey-Soto, Melissa Maestas , Dr. Medina, Theresa Bustos

Approval/Disapproval of Agenda: December 9, 2020

Mr. Rick Reichard

Motion made to approve agenda for 12/09/2020 meeting by Beth Esquivel, 2nd by Roxana De La Torre, Vote: Unanimous

Approval/Disapproval of November 11, 2020 Minutes:

Mr. Rick Reichard

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

Public Comments (3 minutes maximum for comment)

Mr. Rick Reichard

None

Reports:

President's Report (3 minutes)

Mr. Rick Reichard

There is a meeting coming up this week and Rick Reichard reminds board members to please use professionalism when speaking on behalf of CDHA.

Finance Committee Report (3 minutes)

Mr. Ben Maes

See report sent via email. Ben Maes gave a reminder of the purpose of the finance committee. BARS were discussed. CARES money was discussed, and unpaid/uncleared checks were looked into and Angie will look into getting them paid and removed from outstanding. Change in Business Office personnel. Operational funds were discussed. There is a new Dean of Students and the position is a new job; description and salary needs to be discussed.

Teacher's Report (3 minutes)

Mrs. Gina Gonzales-Young and

Mr. Roberto Muro

Gina Gonzales-Young, Spec Ed 4th & 5th. Welcome. Testing is being looked at and changes are being made to adequately help the students that she is working with. The teachers are looking for ways to better help the Spec Ed students. Mr. Muro, Teacher 5th grade, has been at school 6 years, happy to be representing the school. The school is using Benchmark, a new program. Envision materials are being used and the teachers are happy to be using them.

Mr. Moncada thanks the teachers for being at the meeting.

Principal's Report (10 minutes)

Mr. Moncada

Mr. Moncada submitted the 80th day report, CDHA is looking for a part-time Special Ed. teacher, a PreK EA is on maternity leave, Middle of Year testing is being conducted at school. Public Charter Schools NM, MLSS framework to replace RTI, Structured Literacy Plan is being worked on to be submitted by January 2021. 1st grade is required to screen students for Dyslexia, teachers are being trained. School safety plan is being updated, RAVE app. is being looked at and the State has paid for it. Two staff meetings were conducted and other meetings with staff are being held. Many families are joining on-line classes for assistance. RGEC has been closed for 2 weeks due to COVID positive testing among students, they are serving 7 students in 2 classes. Parents are joining classes on Tuesdays; Theresa Bustos presented this past week. CDHA is on a watchlist for monitoring for COVID cases. Charter Renewal has been given for the next 5 years with items to be worked on by the school. Parents are invited to join meeting, 12/16/2020 at 5:00. CDHA needs to revise several items with the help of the committee and a strategic plan put in place by the school. Reading, Math and Science needs to be improving using a 5-year plan. E-Rate application grant has been applied for. After-school activities are being looked at to hold on-line activities through a Grant, a City grant called CSI. Tomorrow is EXPLORA Day at 8:30am virtually and open for all students to participate. A study is being conducted for dual-language schools. Focus groups will be meeting and a report will be given to the school. Ben Maes asked if APS Board Meeting needs someone to attend from the Board. Mr. Moncada, Dan Hill and Board Chair. Ben Maes asked that link be posted on website for any parental attendance. Rick Reichard asked about the 12,000 missing students that were reported on the news. Mr. Moncada has reached out to our families and reports that there are a couple of families that have not been in attendance due to many circumstances. Ms. Bustos has helped many families with the needs brought on by the pandemic.

Mr. Moncada reached out to TeleMundo to find out what families are needing and how to help them and keep in communication with them. Mr. Moncada was on the 5:00 news today, TeleMundo. Mr. Moncada has asked for parental accountability for attendance, maybe asking CYFD or the local police for assistance to get students back in schools.

Discussion/Action Items:

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

BARS 15D decrease for CARES Act \$455.00

Chrome Books/supplies and materials

19I

20I increase for fresh fruit/vegetables grant

21M Food program clean up

22M Big Fund/Operational clean up-payroll

23M Professional Development from admin to student support

24M Assets over \$5000

Motion to approve BARS 15D, 19I, 20I, 21M, 22M, 23M, & 24M by Francisco Ronquillo, 2nd by Beth Esquivel, Vote: Approved Unanimous

See report by Angie Lerner

Rick Reichard asked if Ms. Bustos uses a fund for students/families to help them during this crisis. She reaches out to different entities and agencies to help families and gets mileage reimbursement. Ms. Bustos thanks Mr. Reichard for the concern. She has a lot of agencies to help our families.

Motion made to approve vouchers, financials, and bank reconciliations by Beth Esquivel, 2nd by Francisco Ronquillo, Vote: Unanimous

Rick Reichard thanks Angie for her hard work.

B. Approval/Disapproval of incoming Governing Council Member(s)

Mr. Rick Reichard

Dr. Barbara Medina has reached out to Mr. Moncada and would like to help the school. Dr. Medina has been back in NM for the past 2 years. Francisco would like to welcome her and ask about her work with her past Bilingual and Latino work/commissions in Colorado. Mr. Moncada welcomes Dr. Medina to work on our Board. Dan Hill looked into the legalities and there is no conflict of interest with her joining the Board.

Motion made by Ben Maes to bring Dr. Medina on Board, 2nd Francisco
Ronquillo Vote: Unanimous

C. Remote Learning Extension until Feb. 1, 2020. Mr. Moncada
Mr. Moncada is asking for extension to keep remote learning until February along
with APS. Our wish is to keep our students safe. All students are learning at home
right now, RGEC is still working with students because they are essential for
working parents.

D. Charter Renewal Update Mr. Moncada
Already discussed in Mr. Moncada's Principal report.

E. Adjournment Mr. Rick Reichard

Meeting Adjournment: Time __6:21p.m.

Next Meeting Date: January 13, 2020 at 5:00