

Christine Duncan Heritage Academy
Governing Council Meeting Agenda
 June 15, 2022 at 5:00 p.m.

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

Dr. Barbara M. Medina

Governing Council Members:

Name	Title	Present	Absent
Dr. Barbara Medina	President		
Dr. Edward Monaghan	Vice President		
Mr. Ben Maes	Treasurer		
Ms. Roxana De La Torre	Secretary		
Ms. Beth Esquivel	Member		
Ms. Vilma Alejandra Ruiz	Member		

Quorum: ___ Yes ___ No

Others Present:

Dr. Jesús Moncada, Principal; Mr. Bryan Runyan, Finance; Mr. Dan Hill, Attorney; Melissa Maestas, Parent Liaison; Ms. Jeannet Jimenez, Equity Council Rep.

Approval or Disapproval of Agenda of June 15, 2022

Dr. Barbara M. Medina

Approval or Disapproval of Meeting Minutes of May 18, 2022

Dr. Barbara M. Medina

Approval or Disapproval of Meeting Minutes of April 20, 2022

Dr. Barbara M. Medina

Public Comments (3 minutes maximum for comment) Dr. Barbara M. Medina

Reports:

President's Report (3 minutes)

Dr. Barbara M. Medina

Finance Committee Report (3 minutes)

Mr. Ben Maes

Teacher's Report (3 minutes)

TBA

Student's Report

None

Equity Council Report

Mrs. Jeanett Jimenez

Principal's Report (10 minutes)

Dr. Jesús Moncada

Discussion/Action Items:

A. Budget Update & BARS, vouchers, financials, and bank reconciliation (Motion, 2nd, Approve, Disapprove) -Mr. Bryan Runyan

___ Dr. Medina.

___ Beth Esquivel.

___ Roxana De La Torre

___ Ben Maes

___ Ms. Vilma Alejandra Ruiz

___ Dr. Edward Monaghan

B. APS Fall and Spring Site Visits Report and Schools Strategic Plan

(Motion, 2nd, Approve, Disapprove)

- Dr. Jesús Moncada

___ Dr. Medina.

___ Beth Esquivel.

___ Roxana De La Torre

___ Ben Maes

___ Ms. Vilma Alejandra Ruiz

___ Dr. Edward Monaghan

C. Lease Agreement for 2022-2023 ((Motion, 2nd, Approve, Disapprove)
- Dr. Jesús Moncada

___ Dr. Medina. ___ Beth Esquivel. ___ Roxana De La Torre
___ Ben Maes ___ Ms. Vilma Alejandra Ruiz ___ Dr. Edward Monaghan

D. Moving costs to bring four portables to the school. (Motion, 2nd, Approve, Disapprove)
- Dr. Jesús Moncada

___ Dr. Medina. ___ Beth Esquivel. ___ Roxana De La Torre
___ Ben Maes ___ Ms. Vilma Alejandra Ruiz ___ Dr. Edward Monaghan

E. Update on Lease Purchase Agreement (Motion, 2nd, Approve, Disapprove)
-Dr. Barbara M. Medina

___ Dr. Medina. ___ Beth Esquivel. ___ Roxana De La Torre
___ Ben Maes ___ Ms. Vilma Alejandra Ruiz ___ Dr. Edward Monaghan

F. School Calendar Revisions (Motion, 2nd, Approve, Disapprove) -Mr. Ben Maes

___ Dr. Medina. ___ Beth Esquivel. ___ Roxana De La Torre
___ Ben Maes ___ Ms. Vilma Alejandra Ruiz ___ Dr. Edward Monaghan

G. New Governing Council Member(Motion, 2nd, Approve, Disapprove)
-Dr. Barbara M. Medina

___ Dr. Medina. ___ Beth Esquivel. ___ Roxana De La Torre
___ Ben Maes ___ Ms. Vilma Alejandra Ruiz ___ Dr. Edward Monaghan

H. Salary Schedules for Non-Teachers 2022-2023 (Motion, 2nd, Approve, Disapprove)
-Dr. Barbara M. Medina

___ Dr. Medina. ___ Beth Esquivel. ___ Roxana De La Torre
___ Ben Maes ___ Ms. Vilma Alejandra Ruiz ___ Dr. Edward Monaghan

I. Principal’s Evaluation and Contract (Closed Session) (Motion, 2nd, Approve, Disapprove)
-Dr. Barbara M. Medina

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

___ Dr. Medina. ___ Beth Esquivel. ___ Roxana De La Torre
___ Ben Maes ___ Ms. Vilma Alejandra Ruiz ___ Dr. Edward Monaghan

Adjournment (Motion, 2nd, Approve, Disapprove)

-Dr. Barbara M. Medina

Meeting Adjournment: Time ____ p.m.

Next Meeting Date: July 20, 2022 at 5:00

Christine Duncan Heritage Academy
Governing Council Meeting Minutes
 May 18, 2022 at 5:00 p.m.

Call to Order: Time 5:05 p.m. /Roll Call:

Dr. Barbara Medina

Dr. Medina had an emergency and Dr. Ed Monaghan conducted the meeting.

Governing Council Members:

Name	Title	Present	Absent	Arrived Late	Depart Early
Dr. Barbara Medina	President		x		
Dr. Edward Monaghan	Vice President	x			
Mr. Ben Maes	Treasurer	x			
Ms. Vilma Alejandra Ruiz	Member	x			
Ms. Roxana De La Torre	Secretary	x			
Ms. Beth Esquivel	Member	x			

Quorum: __ _ **Yes** __ _ **No**

Others Present:

Dr. Jesús Moncada, Principal; Mr. Bryan Runyan, Finance; Mr. Dan Hill, Attorney; Melissa Maestas, Parent Liaison; Ms. Jeannet Jimenez, Equity Council Rep.

Approval or Disapproval of Agenda of May 18, 2022	Dr. Barbara Medina
Approval or Disapproval of Meeting Minutes of April 20, 2022 - TABLED	Dr. Barbara Medina
Approval or Disapproval of Notes for Working Session of April 23, 2022	Dr. Barbara Medina
1 st Motion made by Beth Esquivel, 2 nd by Roxana de la Torre, Voted, Ben Maes abstained, MOTION PASSED	

Public Comments (3 minutes maximum for comment)

Dr. Barbara Medina

Reports:

President's Report (3 minutes) NONE	Dr. Barbara Medina
Finance Committee Report (3 minutes)	Mr. Ben Maes
<ul style="list-style-type: none"> • Summary of Nat'l Charter School Conference Budget. Encourages participants to act as if costs are coming out of your pocket. Get receipts in ASAP to get reimbursed. 	
Teacher's Report (3 minutes)	-Coach Julio Meza
<ul style="list-style-type: none"> • Combines sports with academics. He tutors his students and makes sure that they are keeping up on their studies and grades in order to participate in the sports and extracurricular activities. 	
Student's Report - NONE	Joven Jake Cruz
<ul style="list-style-type: none"> • Ms. Vigil shared that Jake was accepted to 2 top charter schools 	
Equity Council Report	Mrs. Jeannet Jimenez
<ul style="list-style-type: none"> • Discussed Yazzie/Martinez Lawsuit DRAFT from NMPED (55 pages) and how CDHA served the students mentioned in the lawsuit • Change in the Dual Language Program • Deeper look at parents experiences in DL at CDHA • Parents were questioning APS 2% taken from CDHA and how Family Index Formula was determined. 	

Principal's Report (10 minutes)
See attached

Dr. Jesús Moncada

Discussion/Action Items:

A. Budget Update & Approval or Disapproval of BARS, vouchers, financials, and bank reconciliation
-Mr. Bryan Runyan

1st Motion made by Beth Esquivel, 2nd by Alex Ruiz, Voted, MOTION PASSED

Out Dr. Medina. Beth Esquivel. Roxana De La Torre
 Ben Maes Ms. Vilma Alejandra Ruiz Dr. Edward Monaghan

B. Approval or Disapproval of Strategic Plan - Dr. Jesús Moncada

Dr. Moncada said there were two domains they needed to revise; Domains 1 and 2. Copies were given to APS for review on May 10.

Governing Council had a discussion, advised to wait for APS to review and send approval on domains 1 and 2 prior to GC approving. It was voted to TABLED action item.

1st Motion made by Beth Esquivel, 2nd by Roxana de la Torre, Voted, MOTION PASSED TO TABLE IT

Out Dr. Medina. Beth Esquivel. Roxana De La Torre
 Ben Maes Ms. Vilma Alejandra Ruiz Dr. Edward Monaghan

C. Approval or Disapproval of Bilingual Application for 2022-2023

1st Motion made to approve Bilingual Application by Alex Ruiz, 2nd by Beth Esquivel, Voted, MOTION PASSED

Out Dr. Medina. Beth Esquivel. Roxana De La Torre
 Ben Maes Ms. Vilma Alejandra Ruiz Dr. Edward Monaghan

D. Approval or Disapproval for moving costs to bring four portables to the school. TABLED
- Dr. Jesús Moncada

Dr. Medina. Beth Esquivel. Roxana De La Torre
 Ben Maes Ms. Vilma Alejandra Ruiz Dr. Edward Monaghan

E. Update on Lease Purchase Agreement
TABLED -Dr. Barbara Medina

Dr. Medina. Beth Esquivel. Roxana De La Torre

___ Ben Maes ___ Ms. Vilma Alejandra Ruiz ___ Dr. Edward Monaghan

F. Approval or Disapproval of School Calendar Revisions
TABLED

-Mr. Ben Maes

___ Dr. Medina. ___ Beth Esquivel. ___ Roxana De La Torre
___ Ben Maes ___ Ms. Vilma Alejandra Ruiz ___ Dr. Edward Monaghan

G. Governing Council Retreat Update
TABLED

-Dr. Barbara Medina

___ Dr. Medina. ___ Beth Esquivel. ___ Roxana De La Torre
___ Ben Maes ___ Ms. Vilma Alejandra Ruiz ___ Dr. Edward Monaghan

H. Discussion on Principal's Evaluation (Closed Session)
TABLED

-Dr. Barbara Medina

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

___ Dr. Medina. ___ Beth Esquivel. ___ Roxana De La Torre
___ Ben Maes ___ Ms. Vilma Alejandra Ruiz ___ Dr. Edward Monaghan

Adjournment

-Dr. Barbara Medina

1st Motion made by Beth Esquivel, 2nd by Roxana de la Torre, Voted, MOTION PASSED

Meeting Adjournment: Time 6:41 p.m.

Next Meeting Date: June 15, 2022 at 5:00

Christine Duncan Heritage Academy
Governing Council Meeting Minutes
 April 20, 2022 at 5:00 p.m.

Call to Order: Time_ 5:07_p.m. /Roll Call:

Dr. Barbara Medina

Governing Council Members:

Name	Title	Present	Absent	Arrived Late	Depart Early
Dr. Barbara Medina	President	x			
Ms. Beth Esquivel	Vice President	x			
Mr. Ben Maes	Treasurer	x			7:50pm
Ms. Vilma Alejandra Ruiz	Secretary			x- 6:57pm	
Ms. Roxana De La Torre	Member	x			
Dr. Edward Monaghan	Member	x			

Quorum: x Yes No

Others Present:

Dr. Jesús Moncada, Principal; Mr. Bryan Runyan, Finance; Mr. Dan Hill, Attorney; Melissa Maestas, Parent Liaison; Julie Weeks, SPED Director, Chris Becker, Sundance Educational Consulting,

Approval/Disapproval of Agenda of April 20, 2022

Motion made by Mrs. Beth Esquivel, 2nd Dr. Monaghan, motioned passed.

Approval/Disapproval of Meeting Minutes of March 16, 2022,

Motion made by Mrs. Beth Esquivel, 2nd Ms. Roxana De La Torre, motioned passed.

Approval/Disapproval of Special Session Meeting Minutes of February 21, 2022

Motion made by Mrs. Beth Esquivel, 2nd Dr. Monaghan, motioned passed.

Approval/Disapproval of Special Session Meeting Minutes of April 14, 2022

Motion made by Dr. Barbara Medina, 2nd Dr. Monaghan, motioned passed.

Public Comments (3 minutes maximum for comment)

None

Reports:

President's Report (3 minutes)

Dr. Barbara Medina

Finance Committee Report (3 minutes)

Mr. Ben Maes

None – Focused on Budget

Teacher's Report (3 minutes)

Ms. Gina Gonzalez-Young

Student's Report

Joven Jake Cruz

Equity Council Report

Mrs. Jeanett Jimenez

Principal's Report (10 minutes)

Dr. Jesús Moncada

President's Report: None

Finance Committee Report:

Focused on Budget for 22-23

Student's Report: None

Teacher's Report: Late- 6:18pm Gina Gonzalez -Young. She has been in education for 40 years and is working with the elementary level and has a background in SPED. AVANT, IMSSA working in students getting higher scores. MLSS, SAT Process-moving students toward K-2nd LETRS Training. Teachers and students presented at NMABE. 5th grade -ecosystem, will have promotion ceremony. 8th grade will have promotion ceremony also.

Student's Report: None
Equity Council Report: None

Principal's Report:

We currently have 399 students enrolled. We hired a cafeteria monitor. Maria Baca, our 4th grade teacher, is planning to retire. We are continuing to monitor Covid-19. We will be having a vaccination clinic at our school. We are continuing with the surveillance testing. There is state testing happening via computer in science and AVANT in Spanish. Almost done. Working on leading short-cycle assessment. Also working on professional development to align with curriculum. April 18th retreat. Four EA's attended the NMABE conference and are training to be teachers next year. We need to replace those EA's next year. They have 2 years to get degree. They are Melissa Maestas, Lilliana Torres, Jessica Carrillo, and Biridiana Marquez. We will be having a meeting with APS regarding the strategic plan on April 26 from 10-12noon. Special events happening at the school: lottery for next year. Sports that are still happening are volleyball and soccer. We received Ipad through the NM connectivity Fund. NM Dash Spring Fall plan. English Bee on April 8th. The Equity Council created their mission statement. We're looking at portables. Question Ben Maes.

Discussion/Action Items:

Beth Made motion to approve Bars, 2nd by Dr. Monaghan 21 22-0054 I, 21-22-0056-I, 21-22-0057M, Follow up on outstanding checks/2 checks not cleared/**voted and approved**

A. Budget Update & **Approval/Disapproval** of BARS, vouchers, financials, and bank reconciliation -Mr. Bryan Runyan

y Dr. Medina. _y_ Beth Esquivel. _y_ Roxana De La Torre
y Ben Maes _out_ Ms. Vilma Alejandra Ruiz _y_ Dr. Edward Monaghan

Motion made by Mrs. Beth Esquivel, 2nd Dr. Monaghan, motioned passed.

B. **Approval/Disapproval** of K-12 Accounting Contract for 2022-2023

1st by Dr. Medina, 2nd by Dr. Monaghan
y Dr. Medina. _y_ Beth Esquivel. _y_ Roxana De La Torre
y Ben Maes _out_ Ms. Vilma Alejandra Ruiz _y_ Dr. Edward Monaghan

Motion made by Dr. Barbara Medina, 2nd Dr. Monaghan, motioned passed.

C. **Approval/Disapproval** of Strategic Plan - Dr. Jesús Moncada

Tabled – two updates. Update Goal and update the schedule. Domain leads/ reps confirmed for April 23rd. 12-2:30. Dr's Medina & Monaghan confirmed for luncheon and mtg. Roxana will attend (child care-yes)

y Dr. Medina. _y_ Beth Esquivel. _y_ Roxana De La Torre

I. Approval/Disapproval/Discussion on Lease Purchase Agreement

- Dr. Jesús Moncada

Dr. Medina. Beth Esquivel. Roxana De La Torre
 Ben Maes Ms. Vilma Alejandra Ruiz Dr. Edward Monaghan

Dr. Moncada presented four different options, Option A – Continue paying a monthly lease and do nothing, Option B-Purchase Christine Duncan property only, Option C-Purchase Christine Duncan with option to purchase ATDA property in the future, Option D-Purchase both pieces of property CDAH and ATDA. After much discussion on this matter, Mr. Ben Maes made a motion to approve option A but consider looking for other locations for purchase but nobody seconded his motion. He requested an update on the foundation. He suggested looking into lower interest rates. Dr. Medina asked for someone else to make a motion if they did not agree with Mr. Maes. Mrs. Beth Esquivel made a motion to approve option D and to continue to discuss the lease purchase agreement, 2nd by Mrs. Alex Ruiz. Mr. Ben Maes voted No. Motioned Passed with the condition to shop around for lower interest rates.

J. Approval/Disapproval to sponsor Teacher with flight expenses to Spain-- Dr. Jesús Moncada

Monetary assistance, not exceed \$300 was recommended by Dr. Barbara Medina and she made a motion for approval, 2nd by Beth Esquivel. Motion passed.

y Dr. Medina. y Beth Esquivel. y Roxana De La Torre
Left mtg Ben Maes y Ms. Vilma Alejandra Ruiz y Dr. Edward Monaghan

K. Approval/Disapproval of Gym Floor Poposal by Marvin Johnson Dr. Jesús Moncada

Tabled- no quote re: gym floor

Dr. Medina. Beth Esquivel. Roxana De La Torre
 Ben Maes Ms. Vilma Alejandra

L. Governing Council Retreat Update

-Mr. Ben Maes

Tabled – no date/location

Dr. Medina. Beth Esquivel. Roxana De La Torre
 Ben Maes Ms. Vilma Alejandra Ruiz Dr. Edward Monaghan

Adjournment

-Dr. Barbara Medina

Meeting Adjournment: Time 7:55 p.m.
Next Meeting Date: May 18, 2022 at 5:00

Christine Duncan Heritage Academy
Governing Council Meeting Minutes
 May 18, 2022 at 5:00 p.m.

Call to Order: Time_5:05_p.m. /Roll Call:

Dr. Barbara Medina

*Dr. Medina had an emergency and Dr. Ed Monaghan conducted the meeting.

Governing Council Members:

Name	Title	Present	Absent	Arrived Late	Depart Early
Dr. Barbara Medina	President		x		
Dr. Edward Monaghan	Vice President	x			
Mr. Ben Maes	Treasurer	x			6:34
Ms. Vilma Alejandra Ruiz	Member	x			
Ms. Roxana De La Torre	Secretary	x			
Ms. Beth Esquivel	Member	x			

Quorum: __ _ Yes __ _ No

Others Present:

Dr. Jesús Moncada, Principal; Mr. Bryan Runyan (out – Jennifer Jones present in his place), Finance; Mr. Dan Hill, Attorney; Melissa Maestas, Parent Liaison; Ms. Jeannet Jimenez, Equity Council Rep.; Veronica Vigil, Director of Curriculum and Instruction

Approval or Disapproval of Agenda of May 18, 2022 Dr. Barbara Medina

1st Motion made by Beth Esquivel, 2nd by Alex Ruiz, Voted, MOTION PASSED

Approval or Disapproval of Meeting Minutes of April 20, 2022 Dr. Barbara Medina

1st Motion made by Beth Esquivel, 2nd by Alex Ruiz, Voted, MOTION PASSED TO TABLE – need correction on elections language for election of officers

Approval or Disapproval of Notes for Working Session of April 23, 2022 Dr. Barbara Medina

1st Motion made by Beth Esquivel, 2nd by Roxana de la Torre, Voted, Ben Maes abstained, MOTION PASSED

Public Comments (3 minutes maximum for comment)

Dr. Barbara Medina

Reports:

President’s Report (3 minutes) NONE

Dr. Barbara Medina

Finance Committee Report (3 minutes)

Mr. Ben Maes

- Summary of Nat’l Charter School Conference Budget. Encourages participants to act as if costs are coming out of your pocket. Get receipts in ASAP to get reimbursed.

Teacher’s Report (3 minutes)

–Coach Julio Meza

- Combines sports with academics. He tutors his students and makes sure that they are keeping up on their studies and grades in order to participate in the sports and extracurricular activities.

Student’s Report - NONE

Joven Jake Cruz

- Ms. Vigil shared that Jake was accepted to 2 top charter schools

Equity Council Report

Mrs. Jeannet Jimenez

- Discussed Yazzie/Martinez Lawsuit DRAFT from NMPED (55 pages) and how CDHA served the students mentioned in the lawsuit
- Change in the Dual Language Program

- Deeper look at parents experiences in DL at CDHA
- Parents were questioning APS 2% taken from CDHA and how Family Index Formula was determined.

Principal's Report (10 minutes)
See attached

Dr. Jesús Moncada

Discussion/Action Items:

A. Budget Update & Approval or Disapproval of BARS, vouchers, financials, and bank reconciliation
-Mr. Bryan Runyan

1st Motion made by Beth Esquivel, 2nd by Alex Ruiz, Voted, MOTION PASSED

<input type="checkbox"/> Out	Dr. Medina.	<input checked="" type="checkbox"/> Y	Beth Esquivel.	<input checked="" type="checkbox"/> Y	Roxana De La Torre
<input type="checkbox"/> Y	Ben Maes	<input checked="" type="checkbox"/> Y	Ms. Vilma Alejandra Ruiz	<input checked="" type="checkbox"/> Y	Dr. Edward Monaghan

B. Approval or Disapproval of Strategic Plan - Dr. Jesús Moncada

Dr. Moncada said there were two domains they needed to revise; Domains 1 and 2. Copies were given to APS for review on May 10.

Governing Council had a discussion, advised to wait for APS to review and send approval on domains 1 and 2 prior to GC approving. It was voted to TABLED action item.

1st Motion made by Beth Esquivel, 2nd by Roxana de la Torre, Voted, MOTION PASSED TO TABLE IT

<input type="checkbox"/> Out	Dr. Medina.	<input checked="" type="checkbox"/> Y	Beth Esquivel.	<input checked="" type="checkbox"/> Y	Roxana De La Torre
<input type="checkbox"/> Y	Ben Maes	<input checked="" type="checkbox"/> Y	Ms. Vilma Alejandra Ruiz	<input checked="" type="checkbox"/> Y	Dr. Edward Monaghan

C. Approval or Disapproval of Bilingual Application for 2022-2023

1st Motion made to approve Bilingual Application by Alex Ruiz, 2nd by Beth Esquivel, Voted, MOTION PASSED

<input type="checkbox"/> Out	Dr. Medina.	<input checked="" type="checkbox"/> Y	Beth Esquivel.	<input checked="" type="checkbox"/> Y	Roxana De La Torre
<input type="checkbox"/> Y	Ben Maes	<input checked="" type="checkbox"/> Y	Ms. Vilma Alejandra Ruiz	<input checked="" type="checkbox"/> Y	Dr. Edward Monaghan

D. Approval or Disapproval for moving costs to bring four portables to the school. TABLED
- Dr. Jesús Moncada

<input type="checkbox"/>	Dr. Medina.	<input type="checkbox"/>	Beth Esquivel.	<input type="checkbox"/>	Roxana De La Torre
<input type="checkbox"/>	Ben Maes	<input type="checkbox"/>	Ms. Vilma Alejandra Ruiz	<input type="checkbox"/>	Dr. Edward Monaghan

E. Update on Lease Purchase Agreement
TABLED

-Dr. Barbara Medina

___ Dr. Medina.
___ Ben Maes

___ Beth Esquivel.
___ Ms. Vilma Alejandra Ruiz

___ Roxana De La Torre
___ Dr. Edward Monaghan

F. Approval or Disapproval of School Calendar Revisions
TABLED

-Mr. Ben Maes

___ Dr. Medina.
___ Ben Maes

___ Beth Esquivel.
___ Ms. Vilma Alejandra Ruiz

___ Roxana De La Torre
___ Dr. Edward Monaghan

G. Governing Council Retreat Update
TABLED

-Dr. Barbara Medina

___ Dr. Medina.
___ Ben Maes

___ Beth Esquivel.
___ Ms. Vilma Alejandra Ruiz

___ Roxana De La Torre
___ Dr. Edward Monaghan

H. Discussion on Principal's Evaluation (Closed Session)
TABLED

-Dr. Barbara Medina

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

___ Dr. Medina.
___ Ben Maes

___ Beth Esquivel.
___ Ms. Vilma Alejandra Ruiz

___ Roxana De La Torre
___ Dr. Edward Monaghan

Adjournment

-Dr. Barbara Medina

1st Motion made by Beth Esquivel, 2nd by Roxana de la Torre, Voted, MOTION PASSED

Meeting Adjournment: Time _6:41___p.m.

Next Meeting Date: June 15, 2022 at 5:00

