



Regular Monthly Board Meeting: DECEMBER

Date: Wednesday December 6th, 2023

Time: 4:00 pm - 5:30 pm

Location(s): 606 Central Ave SW Albuquerque, NM 87102, OR

<https://us02web.zoom.us/j/5706969183> passcode 716824

- 1) CALL TO ORDER (in accordance with the Open Meetings Act)
- 2) ROLL CALL *5 minutes*
 - _____ Daniel Gutierrez, Board Chair
 - _____ Kelly Callahan, Board Secretary & Executive Committee & Audit Committee
 - _____ Brian Kennedy, Board Treasurer, Finance Committee, Parent
 - _____ Julianna (Jules) Salinas, Audit Committee, Parent
 - _____ Angelica Maestas, Entrepreneurial Committee
 - _____ Theresa Torres, Entrepreneurial Committee

_____ Quorum

3) APPROVAL OF AGENDA

MOTION: To approve the October Board Meeting Agenda

- 4) Public Input: (*capped at 3 minutes per public member or 15 minutes total*)
- 5) Finance Committee Report Out: *10 minutes (Daniel Gutierrez, Chris Moore & Brian Kennedy)*
 - a) Audit Update
 - b) [November 29, 2023 Finance Committee Agenda](#)
 - c) [October 2023 Financial Packet](#) & Overview of Monthly Financial Process
 - i) Payroll & Accounts Payable
 - ii) Payment Vouchers,
 - iii) Monthly Financial Statement Reports
 - iv) Bank reconciliation
 - v) Journal entries



6) Entrepreneurial Committee Report Out: (10 mins Theresa Torres & Jaqi Baldwin)

- a) [November 28th, 2023 Committee Agenda](#)
- b) Entrepreneurial Learning
- c) Winter Market 12/8/23



i)

7) Executive Committee Report Out: Board Training, Board Development & Discussion
15 minutes (Kelly Callahan, Board Trainer, Daniel Gutierrez, & Jaqi Baldwin, SLHS ED)

- a) Board Membership
 - i) Nomination, discussion and vote for Vice Chair
 - ii) Resignation/transition of Natalie Sommer
 - iii) Need for additional members
- b) Annual Strategic Planning & Retreat: Friday & Saturday November 10th & 11th
 - i) Follow up call on 12/18
 - ii) Review report during January board meeting
- c) Training (below)

JULY 2023	OCTOBER 2023	JANUARY 2024	APRIL 2024
Annual New Mexico Public Education Department Charter School Conference			



Tamaya - Santa Ana, NM <u>Internal (REPORT):</u> Open Governance & Organizational Performance: 0.5 Fiance: 0.5			
AUGUST 2023	NOVEMBER 2023	FEBRUARY 2024	MAY 2024
N/A	Annual Strategic Planning & Board Retreat		
SEPTEMBER 2023	DECEMBER 2023	MARCH 2024	JUNE 2024
<u>Internal (REPORT):</u> Ethics & Responsibility: 0.5 Academics: 0.5 Fiance: 0.5	Annual Public Charter Schools of New Mexico (PCSNM) Conference Tamaya - Santa Ana, NM Wednesday 11/29 - Friday 12/1		Annual National Charter School Conference Boston, MA Sunday 6/30 - Wednesday 7/3

- 8) Executive Director Report Out *20 minutes*
- Mid Year Evaluation Update
 - APS Work Session
 - NM PED Site Visit
 - Board Retreat Follow-up
 - End of Semester Celebrations Learning
- 9) Consent Agenda & Board Discussion Items *15 minutes*
- [Minutes from Regular Monthly Board Meeting: 11/11/23](#)
 - [October 2023 Financial Packet](#)
 - Chief Procurement Officer of Record Jennifer Valdez
 - [Purchase: Lead for Liberation \\$40,000](#)
 - [POLICY: Senior Trip \(new\)](#)
 - [POLICY: Vehicle Usage \(amended\)](#)

MOTION: To approve the consent agenda item a - f

- 11) Items for Future Agendas (*Board Chair*)
- Facilities (monthly)





- Policy Work (monthly)
- Annual Retreat Goals & Prep
- ED Eval Mid-year Checkpoint (Dec/Jan)

12) Upcoming Board Meetings (*Board Chair*)

- January Board Meeting: Wednesday 1/10/23 @4 pm
- January Entrepreneurial Committee Meeting: Tuesday 1/9/23 @4pm
- January Finance Committee Meeting: Wednesday 1/3/23 @noon
- January Executive Committee Meeting: Asynchronous on 1/3/23

13) ADJOURNMENT.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Siembra Leadership High School Administration at 505-570-3213 at least forty-eight hours before the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Siembra Leadership High School Administration at 505-570-3213 if a summary or other type of accessible format is needed.

