



Regular Monthly Board Meeting: FEBRUARY 2022

Date: Wednesday February 2nd, 2022

Time: 4:00 pm - 5:30 pm

Location: 524 Central Ave SW ABQ, NM 87102

Zoom Link (for those unable to attend in person): <https://us02web.zoom.us/j/5706969183>

- 1) CALL TO ORDER (in accordance with the Open Meetings Act)
- 2) ROLL CALL *5 minutes*
 - ___ Carl Garcia, Board Chair
 - ___ Kelly Callahan, Board Secretary
 - ___ Glenna Voigt, Vice Chair
 - ___ Shayne Huffman, Treasurer & Executive Committee
 - ___ Melody Brown, Audit Committee
 - ___ Natalie Sommer, Entrepreneurial Committee
 - ___ Sommer Smith, Entrepreneurial Committee
 - ___ Daniel Gutierrez, Entrepreneurial Committee

 - ___ Quorum

3) APPROVAL OF AGENDA

MOTION: To approve the FEBRUARY Board Meeting Agenda

- 4) Public Input: (*capped at 3 minutes per public member or 15 minutes total*)
- 5) Entrepreneurial Committee Report Out *10 minutes* (*Natalie Tavitas, Daniel Guitierrez, Sommer Smith*)
 - a) [Entrepreneurial Committee](#) Meeting held Tuesday February 1st, 2022
- 6) Finance Committee Report Out *10 minutes* (*Shayne Huffman, Board Treasurer & Zach Kirchgessner*):
 - a) [January/Monthly Finance Committee Meeting: Tuesday January 25th, 2022](#) (Shayne)
 - b) [December Financial Report](#) (Zach)
 - i) Budget Adjustment Requests
 - ii) Payroll & Accounts Payable_December 2021
 - iii) Payment Vouchers_December 2021





- iv) Financial Statement Reports as of November 2021
- c) Facilities & Foundation Update (Jaqi & Zach)

7) Executive Committee Report Out, Training & Discussion *10 minutes*
(*Carl Garica, Board Chair, Kelly Callahan, Board Trainer & Secretary, Glenna Voigt, Vice Board Chair & Jaqi Baldwin, SLHS ED*)

The Executive Committee meeting took place on Monday January 24th, 2022. During this time a draft agenda for this board meeting was reviewed.

- a) [Reviewing Board Terms](#) (Kelly) Board terms are three years with a two term maximum.
 - i) Carl Garcia: March 2018 (2017-2018 school year)
 - ii) Glenna Voigt: July 2019 (2019-2020 school year)
 - iii) Kelly Callahan: November 2019 (2019 - 2020 school year)
 - iv) Shayne Huffman: February 2020 (2019 - 2020 school year)
 - v) Melody Brown: February 2020 (2019 - 2020 school year)
 - vi) Natalie Sommer: November 2020 (2020 - 2021 school year)
 - vii) Sommer Smith: December 2020 (2020 - 2021 school year)
 - viii) Daniel Gutierrez: January 2021 (2020 - 2021 school year)
- b) Board Training (Kelly): 10 hours total for this year: [Tracking Document](#)
 - i) [August 2021 \(8.3.21\) Board Training](#) (2.0 total)
 - 1) 1.0 hours Finance
 - 2) 0.5 hours Academic
 - 3) 0.5 hours Open Governance/Organizational Reporting
 - ii) [September 2021 \(9.1.21\) Board Training](#) (1.5 total)
 - 1) 1.0 hours Academic
 - 2) 0.5 hours Finance
 - iii) [October 2021 \(10.4.2021\) Board Training](#) (4.0 total)
 - 1) 1.0 hours Legal & Responsibility
 - 2) 0.5 hours Equity CLR
 - 3) 1.0 hours Organizational Performance & Open Governance
 - 4) 0.5 hours Finance
 - iv) [November 2021 \(11.3.2021\) Board Training](#) (2.5.total)
 - 1) 1.0 hours Academic
 - 2) 0.5 hours Financial
 - 3) 0.5 hours Open Gov't. & Organizational Performance
 - 4) 0.5 hours Ethics & Responsibilities
 - v) ***no training during December 2021 board meeting





- vi) [January 2022 \(1.5.22\) Board Training](#) (2.0 total)
 - 1) 0.5 Academic
 - 2) 0.5 Finance
 - 3) 0.5 Ethics & Responsibility
 - 4) 0.5 Cultural and Linguistic Responsiveness

8) Special Education Report Out *15 minutes (Yvonne Valenzuela, Special Education Coordinator)*

- a) [Practice Guide - Special Education at Siembra](#): This practice guide provides information regarding the systems and practices to ensure service delivery to Special Education students in Siembra’s three pillar model. This practice guide was developed by the Executive Director and Special Education Coordinator in September 2021.
- b) [Special Education Due Dates](#): Review of Siembra’s system to track required events for Special Education students to include Individualized Education Plans (IEPs) every year, and Re-evaluations every three years.
- c) [Special Education Students by Program](#): Review of Siembra’s systems to track which program option Special Education students are in: in-person, virtual, re-engagement, etc. This system also includes additional adult support to include assigned Social Worker and Success Coach.
- d) [Clarification around Special Education finding during Fall 2021 APS Site Visit](#). Special Education Coordinator speaks to findings and offers additional detail.
 - IEP Compliance: 77%
 - Evaluation Compliance: 57%

9) Board Strategy for Community Engagement Pillar Report Out *15 minutes (Natalie Tavitas)*

Strategies from October 2021 Annual Board Retreat:

Bringing community into the school and curriculum	Board Role: Define Siembra’s meaning of community, i.e., who do we mean? (These are the people we want the school listening to.) Potential furthering in categorizing, i.e., can they host an intern? Are they able to serve in a mentorship capacity? Are they in high demand for students or in response to student needs? Are they a business owner of color?
Recruiting/retaining students and community partners - being on good terms with your partners	Board Role: Development and implementation and a focus group or survey to receive feedback from community partners





	specific to what the experience of being a school partner is. This will inform future practice.
Evaluation - COLs	Board Role: Feedback from participation in COLs in December.
Learning from and listening to the sector and aligning their purpose/passion with the school.	Board Role: Ensuring that Senior Capstone experience is informed by industry/sector.

Report-out/Update:

- a) Bringing community into the school and curriculum:
 - i) Semester II Projects (flyers)
- b) Recruiting and retaining community partners
 - i) Internship hosts
 - ii) Committee
 - iii) Project partners
 - iv) Guest speakers
 - v) Circle of Support
- c) Learning From and listening to the sector: Entrepreneurial Committee
- d) Evaluation of Celebrations of Learning
 - i) Semester I Community Feedback Tool
 - ii) Invitation to Semester II CoLs in May

10) Consent Agenda & Board Discussion Items *15 minutes*

- a) [Minutes from Regular Monthly Board Meeting: January 5th, 2021](#)
- b) [BAR #18](#): Initial Bar (IB) ESSER III COVID Relief Funds \$486,854
- c) [BAR #19](#): Initial Bar (IB) Social-Emotional Support Grant \$15,000
- d) [BAR #20](#): Transfer (T) Operational 0.00

MOTION: To approve the consent agenda items a - d

10) Items for Future Agendas

- Audit Committee Report Out (March)
- Class of 2022 (March or April)
- 2022 - 2023 Budget (Spring)
- 2022 - 2023 School Calendar (Spring)





11) [Upcoming Board Meetings](#)

- Regular March Board Meeting: Wednesday March 2nd, 2022 from 4:00 - 5:30 pm
- Executive Committee Meeting: Wednesday February 23rd, 2022 @noon
- Entrepreneurial Committee Meeting: March 1st, 2022 3:00 pm - 4:00 pm
- Finance Committee Meeting: Tuesday, 2022

13) Adjournment

Adjourn the regular Board Meeting by Board Chair.

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.

