



Regular Monthly Board Meeting: OCTOBER

Date: Monday October 4th, 2021

Time: 4:00 pm - 5:00 pm

Location: BioScience Center

1) CALL TO ORDER (in accordance with the Open Meetings Act)

Board meeting was called to order by the board chair, Carl Garcia at 4:05 pm. Zach Kirchgessner and Jaqlyn Baldwin were also present.

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 October Board Meeting Agenda was made by Natalie Sommer and seconded by Glenna Voigt and approved without opposition.

4) Public Input: (*capped at 3 minutes per public member or 15 minutes total*)

There was no public input at this board meeting.

5) Finance Committee Report Out *5 minutes*

- a) [August 2021 Financials](#)





b) [Finance Committee meeting agenda](#) (9/28/21)

Zach Kirchgessner introduced himself and provided background around his accounting firm, K12, with the recent transition following the unexpected retirement of the previous Finance Director. Zach provided an overview of K12 services and experience in working with charter schools. Zach reviewed the Finance Report prepared and provided to the board which includes the August financials. Zach explained that he is happy to tailor the report based on the needs of the board. Zach also provided an overview and update of the annual audit.

Shayne Huffman, board treasurer, reported out regarding the Finance Committee meeting and agenda that had taken place and additional background on multiple staff from K12 working with Siembra.

Jaqi Baldwin, Executive Director, provided a facilities update to include the purchase of two locations: 606 & 610 Central as well as work taking place through the school's Foundation regarding the facilities project..

6) Consent Agenda Items *5 minutes*

1. [Board Resolution: Intended Use for Reserve Funds](#)
 - a. [Supplemental information from the LFC](#)
2. Regular September Board Meeting: Wednesday September 1st, 2021 minutes
3. [August 2021 Financials](#)
4. [POLICY: Mask Wearing \(Addendum\)](#)

MOTION: To approve the consent agenda items 1 - 4 was made by Kelly Callahan, seconded by Daniel Gutierrez with no opposition.

MOTION: To go into closed session to go into a limited personnel matter in accordance with open meetings act, seconded by Shayne Huffman with no opposition.

7) Closed Session to Discuss Limited Personnel Manner (5 minutes)

Board resumed to open session and all that was discussed in closed session was limited personnel matters. Carl Garcia moved us to open session at 4:51

8) Items for Future Agendas





Carryover from October Retreat:

- Executive Director Evaluation
- Pillar Director Work Plans
- Bylaw Revision
- Performance Framework

9) Upcoming Board Meetings

- November School Board Meeting: Wednesday November 3rd, 2021 4:00 pm - 5:30 pm
- Executive Committee Meeting: Monday October 25th, 2021 @noon
- Entrepreneurial Committee Meeting:
 - Tuesday October 5th, 2021 @9am
 - Tuesday November 2nd, 2021 @9 am
- Finance Committee Meeting: Tuesday October 26th, 2021 from noon to 1 pm

ADJOURNMENT: Sommer Smith motioned to adjourn the October board meeting and was seconded by Daniel Gutierrez. The meeting was then adjourned by the board chair at 4:58

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.

***In adherence to statewide social distancing/stay-at-home orders, all board and committee meetings will take place virtually. Please e-mail j.baldwin@siembraabq.org for further virtual meeting details.

