

Christine Duncan Heritage Academy
 Governing Council Meeting Agenda
 March 13, 2021 at 10:00 a.m.

Call to Order: Time 10:13 a.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 | | | |
| Ms. Beth Esquivel | Member | x | | | |
| Ms. Roxana De La Torre | Member | x | | | |
| Dr. Barbara Medina | Member | | | x | |

Quorum: x Yes No

Others Present:

Mr. Jesús Moncada, Principal; Ms. Angie Lerner, Finance; Mr. Dan Hill, Attorney, Mark Edwards, Theresa Bustos, Eva Ornelas

Approval/Disapproval of Agenda: March 13, 2021 Agenda **Mr. Rick Reichard**
 Beth motioned to approve agenda, Ben Maes 2nd, Agenda approved unanimously.

Approval/Disapproval of February 10, 2021 Minutes: **Mr. Rick Reichard**
 Dr. Medina made motion to approve minutes but asked for some comments to be removed from Feb 10th Meeting, Beth Esquivel 2nd, Vote: Unanimous.

Approval/Disapproval of Mtg. Notes for Special Session 1-25-21 **Mr. Rick Reichard**
 Beth motioned to approve Special Session, 2nd by Roxana. Approved by unanimous vote.

Public Comments (3 minutes maximum for comment) **Mr. Rick Reichard**

Reports:

President's Report (3 minutes) **Mr. Rick Reichard**
 None

Finance Committee Report (3 minutes) **Mr. Ben Maes**
 Mr. Maes met with Mr. Moncada and Angie sent report by email.

Teacher's Report (3 minutes) **Ms. Eva Ornelas and Ms. Theresa Bustos**

Veronica Vigil, Dean of Students, was on hand to present Ms. Eva Ornelas and Ms. Theresa Bustos with the recognition of Staff Members of the Month. They were nominated for their leadership qualities and the opportunities they provide to the students. Eva spoke on various tutoring initiatives going on at school. She mentioned the MS Parade and how positive it was and that students participated.

Theresa Bustos spoke on her duties at school. She submits daily if not weekly referrals regarding Health and Wellness Issues. Dr. Barbara Medina commented that it was a great idea to recognize staff for the job well done.

Principal's Report (10 minutes) **Dr. Moncada**

Student enrollment has remained the same. No 4th or 5th grade teacher yet. Mahalia Ortiz from North Dakota to join next year. Rachel Gamboa will join us soon. She comes from Emerson ES. We may have to do State testing. We got news about the re-entry plans from Secretary

Stewart Monday. Staff meeting on Tuesday didn't go too well with the re-entry news. PLC meetings went much better. Been in contact with Corina Chavez, Charter School Office PED for plan to get approved. Need to have a site walk-through. Based on a staff survey conducted in January seventy-one percent of the staff didn't want to return to school on a hybrid model— wanted to stay online until the end of the year so the news to return to school was shocking to some...

Discussion/Action Items:

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

CSP- grant to help with remote learning. Moved Social Worker costs to the account as well as hot spots, chromebooks.

Checks cut—sprinklers and extinguishers. Rick had a question about lease checks to Saylor.

Record Agreement keeping- Ben Maes said that \$500 to Saylor has to be separate

Angie showed rest of checks. Dr. Medina questioned one-time payment to BLM for La Cosecha (conference fees). Mr. Moncada answered it was conference fees. Angie explained the charts and graphs as requested by Mr. Ben Maes. Close to having \$1million for down payment on HB33 was commented on.

BARS recommended for approval were BARS: 30 IB for 161,899, 31 IB for 14,400, 32D for a decrease of 166,319, 33M for Title III

Rick moved to approved BARS, vouchers, financials and bank reconciliation, 2nd by Roxana, Approved by unanimous vote.

B. Approval/Disapproval of Moving Meetings to Saturdays Dr. Moncada

After much discussion most people was in favor of meeting on Saturdays since Mr. Rick Reichard is now unable to meet during the week, they discussed a meeting time and discussed meeting at 10:00. Some people were not comfortable voting on this decision to do meetings on Saturdays. They recommend for the April meeting to be on Saturday and decision tabled for next meeting.

C. Approval/Disapproval of Re-Entry Plan of April Dr. Moncada

Dr. Moncada and Ms. Vigil presented their re-entry plans for CDHA based on the decision of Secretary Stewart to bring students back to school in Full ReEntry Model. Dr. Moncada explained to the Governing Council that he has met with the CDHA Staff to discuss ideas and also in PLCs and drafted a plan based on the ideas of the team, the plan included virtual learning for three hours a day, in person learning for three hours a day four days a week and middle school to remain on remote learning. The plan was shared with NMPED for review prior to GC meeting and it was recommended that it be changed to reflect FULL REENTRY. Dr. Moncada and Ms. Vigil worked on the revisions to the plan and shared it with the Governing Council via a PowerPoint presentation. Ms. Vigil explained to the governing council the different types of learning models; Remote Learning, Hybrid Model and Full Reentry. Dr. Moncada presented and Ms. Vigil assisted him with the slides on the presentation and the presentation. Discussion took place; Air Filtration Units, Surveillance testing, NMPED Tool Kit, Water Faucets, etc. Ms. Vigil explained her experience at Rio Rancho in a Hybrid Model. Mr. Rick Reichard moved to

approve the reentry plan for April as presented, 2nd by Mr. Ben Maes, Discussion was requested and none...Approved by unanimous vote. Mr. Maes congratulated administration on a very comprehensive plan and asked Governing Council members to “assist” Dr. Moncada on the decision making during these times.

D. Discussion on Prospective School Facility (guest)

Dr. Moncada

MARK EDWARDS – Discussed the possibility of attaining the property at St. Pius X as a possible new site for CDHA. There are a handful of buildings that are not being used at St. Pius. You can carve out parts of the campus for another school.

72,000 sq. ft, 3 buildings, were old dorms, St. Joseph’s College former Univ. of Albuquerque. Not far from our existing location. \$4.6 million target range. E-occupancy standards, sprinkler systems, retrofit to classrooms would need be evaluated by an architect. There is some legwork to make it work. It could be one of the best charter school campuses in Albuquerque. It’s going to come down to economics. Our current property has issues. Is the St. Pius property ADA compliant? Probably not—built in the 1960’s. Assessment would need to be done. Could be done by the end of the month. We could buy 2 of the 3 buildings. Don’t have to buy all 3. Mr. Maes would like to pursue. Who are we buying it from? The Archdiocese of SF, Bankruptcy Court, Parishes, Individual St. Pius Property? This is owned by Archdiocese of Santa Fe and Bankruptcy would have to approve. This is considered non-essential because it is not part of the active campus. Direct all questions to Mr. Moncada and Mark will get back. Form a committee. Rick volunteers to be on it.

E. Discussion on Lease Agreement

Mr. Rick Reichard

Governing Council members recommended that the school keep the same amount for lease payment for next school year or try to lower it. Mr. Rick Reichard and Dr. Barbara Medina volunteered to be part of this lease agreement negotiations. Dr. Moncada agreed to make arrangements for a meeting on a Saturday with Mr. Rick Saylor.

F. Governing Council Elections

Mr. Rick Reichard

Mr. Maes reminded members of the governing council that elections usually take place in February based on the bylaws and he wanted to take care of this item this month. There was discussion on procedures for the election process. It was noted no specific procedures are listed in the bylaws. It was recommended by Dr. Barbara Medina that open positions be discussed and appoint by acclamation. Vice President and Secretary are open. Dr. Medina motioned that Mr. Rick Reichard continue as President and Mr. Ben Maes as Treasurer. They accepted and a vote was taken. Mr. Rick Reichard discussed the Vice President role based on the bylaws. Dr. Medina asked if there was someone on the board interested in this position. Roxana nominated Dr. Medina for Vice President. Dr. Medina accepted the nomination. Roxana made the motion, 2nd by Mr. Maes and vote was taken, approved by unanimous vote. The roles of the Secretary were explained by Mr. Ben Maes. Ms. Beth discussed check signing as part of the Secretary position because she didn’t want to have a duty to sign checks. Ms. Beth agreed that she could do it if digital signatures on meeting minutes can be done. Ms. Beth Esquivel was nominated for Secretary and she accepted the nomination as long as she gets to sign electronically. Mr. Rick Reichard motion to approve Ms. Esquivel as Secretary, 2nd by Roxana approved by unanimous vote. It was requested bylaws be sent to all GC members. Dr. Medina offered to assist in Robert’s Rules of Order for conducting meetings.

G. Adjournment

Mr. Rick Reichard

Mr. Rick Reichard thanks everyone for their time and moved to adjourn the meeting.

Meeting Adjournment: Time 12:41 p.m.

Next Meeting Date: April 10, 2021 at 10:00
