

Christine Duncan Heritage Academy
Governing Council Meeting Agenda
December 13, 2023 at 5:00 p.m.

Call to Order: Time 5:09p.m. /Roll Call: Dr. Barbara M. Medina

Governing Council Members:

Name	Title	Present	Absent
Dr. Barbara M. Medina	President	x	
Dr. Edward Monaghan	Vice President	x	
Ms. Roxana De La Torre	Secretary		x
Ms. Silvia Fraire-Niño	Treasurer	x	
Ms. Vilma Alejandra Alvarez	Member	x	
Mr. Ben Maes	Member	x	

Quorum: X Yes ___ No

Others Present:

Dr. Jesús Moncada, Principal; Mr. Kyle Hunt, Finance; Melissa Maestas, Parent Liaison, Eddy from My Solar, Yoana Rodriguez, Ben Maes, Jeanett Jimenez, Teacher

Approval or Disapproval of Agenda of December 13, 2023 Dr. Barbara M. Medina

Name	Title	Present	Absent
Dr. Barbara M. Medina	President	X	
Dr. Edward Monaghan	Vice President	X	
Ms. Roxana De La Torre	Secretary		X
Ms. Silvia Fraire-Niño	Treasurer	X	
Ms. Vilma Alejandra Alvarez	Member	X	
Mr. Ben Maes	Member	X	

Approval or Disapproval of Meeting Minutes of November 15, 2023 Dr. Barbara M. Medina

Name	Title	Present	Absent
Dr. Barbara M. Medina	President	X	
Dr. Edward Monaghan	Vice President	X	
Ms. Roxana De La Torre	Secretary		X
Ms. Silvia Fraire-Niño	Treasurer	X	
Ms. Vilma Alejandra Alvarez	Member	X	
Mr. Ben Maes	Member	X	

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

No public comments

President's Report (3 minutes)

Dr. Barbara M. Medina

Two things that stuck out to me. Using more data for instruction and the presentation on language development. Dr. Moncada has advised that he had done it.

Dr. Monaghan- It was nice to hear the Executive. The Martinez Finale was beneficial for our students. Silvia- All classes had important information. They talked about how to deal with kids being involved with drugs and how we can support them and their families. They talked about giving therapy. They spoke about bilingualism and how we can support them. They had an interesting talk about kids being transgender and how kids get bullied; we need to have restrooms in different areas for their comfort. They spoke about Narcan and how they have them in the nurse's office; if the kids ask for one, they will be given one. We can go to a training session for the school and get things back for free for the school.

Finance Committee Report (3 minutes)

Ms. Silvia Fraire-Niño

There have been a couple unclear payments since June. They are supposed to be cleared by next month and this has been related to Kyle. The Pay cards are still being worked on. Kyle has been working on that because we need debit cards not credit cards. We will be having reimbursements even if they use the P Cards; you can pay for the flight, food, but you can't pay for the alcohol. We would still need to keep track of it.

Equity Council Report (3 minutes)

Jeanett Jimenez

Good evening, the equity council met last night; December 12th. There were 3 parents, Dr. Rivera, Melissa, Dr. Moncada and myself. We are to meet quarterly. We started off by doing celebrations. We went over our school and vision mission statement. We went briefly over the domains. We looked at Istation data and IMSSA data at the beginning of the year. The bulk of our discussion revolved around social emotional learning. We need to go deep where parents discuss how having a better connection and rapport is causing a good impact in the classroom. We talked about behavior and how as a school we can support home/home support the school. We can create a space where students feel safe and comfortable. The discussion was in depth and how certain practices have helped her with her own children in school.

Dr. Medina- Are you looking at data with Assistant Principal for students, such as expulsion?

Jeanett Jimenez- Not yet but we can start going over that in our next meeting.

Dr. Medina- It would be good to look at the data to see how we compare to APS and the state as a whole.

Principal's Report (16 minutes)

Dr. Jesús Moncada

Thank you for all the support for the school and for being here in person. We had our 80th day report and submitted it. We had an increase from 395 to 404. We are 440 all together, almost where we were before the pandemic. We have open enrollment all year if we have space available. We have a cap of 20 for grades PreK-1st, 22 from grades 2nd-5th, increased to 25 for Middle School. We have a total of 8 teachers in Middle School. 16.7 is the teacher ratio; 17 to 1. Domain 1 we finished doing the work on landscaping. We became friends with the neighbors. We worked on the portable windows, received new desks/tables for a lot of classrooms, and we have 9 new students from the 40th to 80th day. Domain 2, we recognized Susana Corpus and Itzel Gutierrez as November's Employee of the Month and we hired an EA to be assigned to a student in 1st grade. We had PD on December 8th. All PCSNM staff were present besides one. We have certain teachers doing GLAD training, our goal is to have all PreK-5th trained in GLAD. We are sending a few people to AIMS in January, it's a framework to teach in math. Reading Apprenticeship grant will be having a meeting Monday. LETRS focuses on PreK-5, we are up to 4th grade statewide; next year 5th grade will be added. Our school was identified with the best

participation with 6th grade tutoring. Domain 4, we had the Grinch yesterday with RGEC. RGEC had a nice celebration. Our smoothies program is going very well and we are having our annual staff party tomorrow from 6PM-10PM. We have a Winter Program coming up on December 21st. We had a great turn out for the Thanksgiving dinner. Our Explora night was great as well, we had about 350 people present. We had our first girls basketball team and they took the championship. Any questions?

Ben Maes- Are we registered for School Choice?

Dr. Moncada- Yes, we are registered and we have a table. We are working with TNTP and had our first learning walk last week. We had an APS site visit. We still have many areas to make improvements but APS is very happy overall. So, we are on track.

Discussion/Action Items:

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

PSCNM/State Conference reports for next meeting

Name	Title	Present	Absent
Dr. Barbara M. Medina	President	x	
Dr. Edward Monaghan	Vice President	x	
Ms. Roxana De La Torre	Secretary	x	
Ms. Silvia Fraire-Niño	Treasurer	x	
Ms. Vilma Alejandra Alvarez	Member	x	
Mr. Ben Maes	Member	x	

Approve Bars 7, 8 and (00X10) ECEC Grant.

B. Discussion and presentation on Solar Panels

Eddie and Raul are present. My name is Eddie, I am the owner of My Solar. We crossed over 6 years ago. Started working with Solar City which is now Tesla. We have a newer facility, off yale. We walked through the campus, I noticed a few things that were desirable. There are two design options. In Front of the school would be the best option for the school. Rough numbers, it would add 30% of budget cost. We talked about filling up the longest main standing buildings. While your school is in session, the system would produce electricity. Maximize bill spending. On months when you are not producing you get a quarter of a penny. This system consumes as much as you produce. Return on investment is inside of 5 years. Solar development in step with your construction development would be best. This would be the Phase 1 project, it would offset 81% of what we already produce. Phase 3 would be when construction would be completed to the east of the campus.

Silvia asked me about an outage. What happens in place of an outage? What's the elevation?

You can have a requirement of doing a battery system but it is intended more for intended outages. If you are interested in emergency back up, I would look into a generator. At no cost, within 7 years, we would change the inverter.

It looks like 3-4 inches of measurement from the roof to the panel. There are permits that are required for the project. If we have any issues with birds, we would install netting at no cost. The cost would include all permits and certifications. We typically go with cement blocks that weigh down the system and of course are certified; 5-6lbs. For a year you would be looking at 81% consumption being produced by this system. The cost of the project is \$41k. Net cost would be \$231K. Return on investment would be 5 years. Total number of solar panels being used for the project would be 384. Price per watt is an important concept to understand. All maintenance is included with this project.

Would warrant cover for hail damage? It would be an insurance claim.

Have you worked with other charter schools? Interface within CES Contracts.

PNM will go from being an energy provider to a minimal energy provider. From July of the 5th year, you would be at a positive.

C. Discussion on the APS Turnaround Update Meeting with APS Medina -Dr. Barbara M.

D. Discussion on one pager document on School's Strategic Plan We started a one pager such as the one provided. Feedback and comments are welcome. It should be condensed into one. -Dr. Barbara M.

E. Discussion on Public Charter Schools NM Conference Medina -Dr. Barbara M.
There were a lot of sections on artificial intelligence; it is more for high school students.

F. Discussion on Staff Survey Results Medina -Dr. Barbara M.
Table until next meeting.

G. Recruitment of new Governing Council members Medina -Dr. Barbara M.
Operate with 6-7, look and recruit. Keep hours to 1 hour to an hour and a half. Continue to help recruit. Once a year we had a meeting on a Friday or Saturday that parents were invited to.

H. Translation at Governing Council meetings Medina -Dr. Barbara M.
Headphones that translate. Google meet has an option that interprets for you. \$1,808 would be the total which includes the headsets.

I. Attendance at CG see Bylaws notify GC of absence Medina -Dr. Barbara M.
If you miss a meeting, notify the President or Dr. Moncada.

J. Approval or Disapproval of LETRS Training Compensation for Principal Moncada \$2,000 (Motion, 2nd, Approve, Disapprove)

8 Units \$250 per unit -Dr. Barbara M. Medina

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Ms. Silvia Fraire-Niño	Treasurer	Yes	
Ms. Vilma Alejandra Alvarez	Member	Yes	
Mr. Ben Maes	Member	No	

K. Recommendations of Agenda Items for January and questions/concerns/suggestions for Dr. Moncada from Governing Council (Discussion) -Dr. Barbara M. Medina
Adjournment -Dr. Barbara M. Medina

- Strategic Plan Updates
- Update on expenses for Conferences
- Survey Report from Alejandra

Meeting Adjournment: Time 7:23 p.m.

Next meeting date: January 17, 2023 at 5:00 PM