

Christine Duncan Heritage Academy
Governing Council Meeting Agenda
 July 16, 2025 at 6:00 p.m.

Click on Link to join Christine Duncan Zoom GC Meeting: [Zoom Link](#)
 Christine Duncan YouTube Link to GC Meeting: [YouTubeLink](#)

Call to Order: Time ____p.m. /Roll Call: Dr. Barbara M. Medina

Governing Council Members:

Name	Title	Present	Absent
Dr. Barbara M. Medina	President		
Dr. Edward Monaghan	Vice President		
Ms. Silvia Fraire-Niño	Treasurer		
Ms. Vilma Alejandra Alvarez	Secretary		
Mrs. Elma Garcia	Member		
Mrs. Nahomi Chevere	Member		
Mrs. Pamela Tangistengo	Member		
Mr. Timothy Woodward	Member		

Quorum: ___ Yes ___ No

Others Present:

Dr. Jesús Moncada, Principal; Mr. Kyle Hunt, Finance; Mr. Dan Hill, Attorney

Approval or Disapproval of Agenda of July 16, 2025 Dr. Barbara M. Medina

Name	Title	Present	Absent
Dr. Barbara M. Medina	President		
Dr. Edward Monaghan	Vice President		
Ms. Silvia Fraire-Niño	Treasurer		
Ms. Vilma Alejandra Alvarez	Secretary		
Mrs. Elma Garcia	Member		
Mrs. Nahomi Chevere	Member		
Mrs. Pamela Tangistengo	Member		
Mr. Timothy Woodward	Member		

Approval or Disapproval of Meeting Minutes of June 18, 2025 Dr. Barbara M. Medina

Name	Title	Present	Absent
Dr. Barbara M. Medina	President		
Dr. Edward Monaghan	Vice President		
Ms. Silvia Fraire-Niño	Treasurer		
Ms. Vilma Alejandra Alvarez	Secretary		

Mrs. Elma Garcia	Member		
Mrs. Nahomi Chevere	Member		
Mrs. Pamela Tangistengo	Member		
Mr. Timothy Woodward	Member		

Approval or Disapproval of the notes for special session on June 25, 2025

Dr. Barbara Medina

Name	Title	Present	Absent
Dr. Barbara M. Medina	President		
Dr. Edward Monaghan	Vice President		
Ms. Silvia Fraire-Niño	Treasurer		
Ms. Vilma Alejandra Alvarez	Secretary		
Mrs. Elma Garcia	Member		
Mrs. Nahomi Chevere	Member		
Mrs. Pamela Tangistengo	Member		
Mr. Timothy Woodward	Member		

Public Comments (3 minutes maximum for comment)

Dr. Barbara M. Medina

Reports:

President's Report (3 minutes)

Dr. Barbara M. Medina

Finance Committee Report (3 minutes)

Ms. Silvia Fraire-Niño

Audit Committee Report (3 minutes)

Dr. Barbara M. Medina

Facilities Committee Report (3 minutes)

Mr. Tim Woodard

Student Achievement and Strategic Plan Committee (3 minutes)

Dr. Edward Monaghan

Teacher Report (3 minutes)

TBA

Principal's Report (10 minutes)

Dr. Jesús Moncada

Discussion/Action Items:

Consent Agenda

- A. Approval of Meeting Minutes of May 21, 2025
- B. Approval of June Budget Update & BAR (no BARS to approve), vouchers, financials, bank reconciliation
- C. Approval of stipend for Mrs. Mayra Moncada to support K-3 teachers with professional development for a total of 168 hours at hourly rate.

Name	Title	Present	Absent
Dr. Barbara M. Medina	President		
Dr. Edward Monaghan	Vice President		
Ms. Silvia Fraire-Niño	Treasurer		
Ms. Vilma Alejandra Alvarez	Secretary		
Mrs. Elma Garcia	Member		
Mrs. Nahomi Chevere	Member		
Mrs. Pamela Tangistengo	Member		

Mr. Timothy Woodward	Member		
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Discussion/Action Items:

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

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Dr. Barbara M. Medina	President		
Dr. Edward Monaghan	Vice President		
Ms. Silvia Fraire-Niño	Treasurer		
Ms. Vilma Alejandra Alvarez	Secretary		
Mrs. Elma Garcia	Member		
Mrs. Nahomi Chevere	Member		
Mrs. Pamela Tangistengo	Member		
Mr. Timothy Woodard	Member		

B. Discussion on consideration of a reorganization of leadership roles with possible approval or disapproval of Organizational Chart (Motion, 2nd, Approve, Disapprove) -Dr. Barbara M. Medina

Name	Title	Present	Absent
Dr. Barbara M. Medina	President		
Dr. Edward Monaghan	Vice President		
Ms. Silvia Fraire-Niño	Treasurer		
Ms. Vilma Alejandra Alvarez	Secretary		
Mrs. Elma Garcia	Member		
Mrs. Nahomi Chevere	Member		
Mrs. Pamela Tangistengo	Member		
Mr. Timothy Woodward	Member		

C. Approval or Disapproval of Contract Amount for Executive Director (Motion, 2nd, Approve, Disapprove) 6% increase to base salary of \$158,069.17 -Dr. Barbara Medina

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Dr. Barbara M. Medina	President		
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Mrs. Elma Garcia	Member		
Mrs. Nahomi Chevere	Member		
Mrs. Pamela Tangistengo	Member		
Mr. Timothy Woodward	Member		

D. Discussion: **Work with the Administrative Team on a targeted Professional Development Plan Goal #4:** -Dr. Ed Monaghan

E. Approval or disapproval of possible change in school calendar to change first day of school to July 21 due to delay in school construction. -Dr. Barbara M. Medina

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Dr. Barbara M. Medina	President		
Dr. Edward Monaghan	Vice President		
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Mrs. Elma Garcia	Member		
Mrs. Nahomi Chevere	Member		
Mrs. Pamela Tangistengo	Member		
Mr. Timothy Woodard	Member		

F. Approval or disapproval of School Handbooks -Dr. Barbara M. Medina

Name	Title	Present	Absent
Dr. Barbara M. Medina	President		
Dr. Edward Monaghan	Vice President		
Ms. Silvia Fraire-Niño	Treasurer		
Ms. Vilma Alejandra Alvarez	Secretary		
Mrs. Elma Garcia	Member		
Mrs. Nahomi Chevere	Member		
Mrs. Pamela Tangistengo	Member		
Mr. Timothy Woodard	Member		

G. Approval or disapproval of School’s Health and Wellness Policy -Dr. Barbara M. Medina

Name	Title	Present	Absent
Dr. Barbara M. Medina	President		
Dr. Edward Monaghan	Vice President		
Ms. Silvia Fraire-Niño	Treasurer		
Ms. Vilma Alejandra Alvarez	Secretary		
Mrs. Elma Garcia	Member		
Mrs. Nahomi Chevere	Member		
Mrs. Pamela Tangistengo	Member		
Mr. Timothy Woodard	Member		

H. Discussion on consideration of a reorganization of leadership roles with possible approval or disapproval of Organizational Chart (Motion, 2nd, Approve, Disapprove) -Dr. Barbara Medina

Name	Title	Present	Absent
Dr. Barbara M. Medina	President		
Dr. Edward Monaghan	Vice President		
Ms. Silvia Fraire-Niño	Treasurer		
Ms. Vilma Alejandra Alvarez	Secretary		
Mrs. Elma Garcia	Member		
Mrs. Nahomi Chevere	Member		
Mrs. Pamela Tangistengo	Member		
Mr. Timothy Woodward	Member		

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

Adjournment -Dr. Barbara M. Medina

Meeting Adjournment: Time ____ p.m.

Next meeting date: August 20, 2025 at 5:00 PM