



Regular Monthly Board Meeting: August

Date: Wednesday, August 14, 2024

Time: 4:00 pm - 5:30 pm

Location(s): 606 Central Ave SW Albuquerque, NM 87102, OR

<https://us02web.zoom.us/j/5706969183> passcode 716824

1. CALL TO ORDER (in accordance with the Open Meetings Act) at 4:05pm by Kelly Callahan, Board Secretary, Executive & Audit Committee.
2. ROLL CALL *5 minutes*
 - ☐ P Daniel Gutierrez, Board Chair, Executive and Finance Committee
 - ☐ P Julianna (Jules) Salinas, Board Vice Chair, Executive & Audit Committee, Parent
 - ☐ P Kelly Callahan, Board Secretary, Executive & Audit Committee
 - ☐ P Brian Kennedy, Board Treasurer, Finance Committee, Parent
 - ☐ P Angelica Maestas, Entrepreneurial Committee
 - ☐ P Theresa Torres, Entrepreneurial Committee
 - ☐ P Melissa Sawyer
 - ☐ A Adam Tafoya
 - ☒ X Quorum

Also in attendance:

- Jaqlyn Baldwin, Executive Director
- Yvonne Valenzuela, Special Ed Coordinator
- Edward Ramirez, Director of Community Engagement
- Derrick Adkins, Director of Curriculum & Instruction
- Monica Baldwin, Student Support Director
- Anne Shabarek, Executive Assistant
- Rebekah Runyan, K12 Accounting
- Eliseo Aguirre, Director of Operations

3. APPROVAL OF AGENDA

MOTION: To approve the July Board Meeting Agenda. Passed unanimously.



4. Public Input: (*capped at 3 minutes per public member or 15 minutes total*)
No public input
5. Finance Committee Report Out: *10 minutes (Daniel Gutierrez, Chris Moore & Brian Kennedy)* ***Rebekah Runyan***

Financial Packet & Overview of Monthly Financial Process

Payroll & Accounts Payable
Payment Vouchers,
Monthly Financial Statement Reports
Bank reconciliation
Journal entries
Budget Adjustment Requests

Finance committee meeting shared Past payables from June, including School Furniture, Staff Professional Development, Lead for Liberation Training, Roof repair(1st payment); Last Fiscal year Review.

Fiscal Year Reports-Expenditure Analytical Review:

There were more Financial Statements in June due to closing everything out for the Fiscal Year.

6. Purchase Approvals (*Chris Moore*)
7. Consent Agenda & Board Discussion Items *15 minutes (left on from copy of April Meeting-wasn't sure if I should delete or not. YAV)*
 - a. [Minutes from Regular Monthly Board Meeting: 5/1/24](#)
 - b. [April 2024 Financials](#)
 - c. [POLICY: Military Family Enrollment Policy](#)
 - d. [POLICY: Anti-Racism and Racial Sensitivity Training and Professional Development Policy](#)
 - e. [BOARD RESOLUTION FOR OPEN MEETINGS \(FY25\)](#)





8. Executive Committee Report Out: Board Training, Board Development & Discussion
 15 minutes (Kelly Callahan, Board Trainer, Daniel Gutierrez, & Jaqi Baldwin, Jules Salinas
 SLHS ED)

- a. [Progress Monitoring](#): Siembra Leadership High School 2024 - 2029 [Strategic Plan Report](#) and Strategic [Plan Framework](#) report out.

-Governing Board Training-MOU completed; added consultancy model which was less money. Something to consider: There were no feedback forms.

Breakout Rooms for Discussions on how to Improve Culture and Well-being.

-Focus Space- how do we monitor to show evidence for board and what is the accountability?

APPROACH 3: Improve Culture and Well-being - August 2024

- Provide safe spaces for students
- Student Success Project-building student engagement through relationships with students and their families.
- Inclusive projects

Board members and attendees moved into breakout rooms (3) to review Approach 3 from strategic planning goals. Notes were taken for each goal in the [Progress Monitoring](#) document. A report was given by each group (3). Discussion took place around the breakout rooms, recording and minutes for each room. Should this be included in the board meetings? Or as a separate work group? More information for recording of breakout rooms for new recording ruling. Training for board members will come from the strategic plan to align with ED evaluation.

JULY 2023	OCTOBER 2023	JANUARY 2024	APRIL 2024
Annual New Mexico Public Education Department Charter School Conference Tamaya - Santa Ana, NM Internal (REPORT): Open Governance & Organizational Performance: 0.5	N/A		



Fiance: 0.5			
AUGUST 2023	NOVEMBER 2023	FEBRUARY 2024	MAY 2024
N/A	Annual Strategic Planning & Board Retreat Internal (REPORT) Finance 0.5 Open Gov.'t & Org. Perf. 1.5 Ethics & Responsibilities 0.5 Academic 1.0 CLR 1.0	Internal (REPORT) Finance 0.5 Open Gov.'t & Org. Perf. 0.5 Ethics & Responsibilities 0.5	
SEPTEMBER 2023	DECEMBER 2023	MARCH 2024	JUNE 2024
Internal (REPORT): Ethics & Responsibility: 0.5 Academics: 0.5 Fiance: 0.5	Annual Public Charter Schools of New Mexico (PCSNM) Conference Tamaya - Santa Ana, NM Wednesday 11/29 - Friday 12/1 Internal (REPORT): Finance 0.5 Open Gov.'t & Org. Perf. 0.5 Ethics & Responsibilities 0.5 Academic 0.5 CLR 0.5	Internal (REPORT) Finance 0.5 Open Gov.'t & Org. Perf. 0.5	Annual National Charter School Conference Boston, MA Sunday 6/30 - Wednesday 7/3

9. Executive Director Report Out *20 minutes*

- Registration numbers
- [FY2025 Staffing Update](#)
-

The executive director reported out on data on registration. As of today 8/14/24, 449 students enrolled.

In-Person=307 students(68%); Virtual=51 students (11%); Re-engagement/Night=80 students (18%) Accellus only= (10 Students)

10. Entrepreneurial Committee Report Out: *(10 mins Theresa Torres, Angelica Maestas, Derrick Adkins & Edward Ramirez)*

[May 28, 2024 Committee Agenda](#) (was not sure if I should delete this from notes-YAV).

Edward Ramirez, Director of Community Engagement proposed an amendment to the Enrollment Increase Cap for the school year. Proposing Enrollment increase cap to be 600 students, specifically for Re-engagement/Evening school and virtual school programs.





Need Board approval in order to propose amendment to APS.

-Items to consider when growing: Staff and student specific needs as we grow. (Brian Kennedy).

-If cap is increased, how are we being held accountable for growing too fast such as student space, audits, graduation rates? Current students need to be considered for quality of graduation (Melissa Sawyer)

Proposal was accepted by Board 8/14/24.

11. Items for Future Agendas: *(Board Chair)*

Facilities (monthly)

Policy Work (monthly)

Annual Retreat Follow-up

12. Closed Session: *For the purpose of discussing personnel matters pursuant to OMA NMSA 1978 §10-15-1(H)(2). Annual Executive Director Evaluation.*

MOTION: To approve going into closed session was motioned by _____ and seconded by Jules Salinas. All have approved to go into closed session. Attendance was taken before the session and all approved, quorum was met.

☒ Julianna (Jules) Salinas, Board Vice Chair, Executive & Audit Committee, Parent

☒ Kelly Callahan, Board Secretary, Executive & Audit Committee

☒ Brian Kennedy, Board Treasurer, Finance Committee, Parent

☒ Angelica Maestas, Entrepreneurial Committee

☒ Theresa Torres, Entrepreneurial Committee

_____ Adam Tafoya

☒ Quorum

13. [Upcoming Board Meetings](#) *(Board Chair)*

14. ADJOURNMENT.

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.

SIEMBRA LEADERSHIP
HIGH SCHOOL

