

Mark Armijo Academy
Governing Council Meeting MINUTES

October 4, 2018 ~ 6:00 pm

Mark Armijo Academy Campus

6800 Gonzales Rd. NW, Albuquerque, NM 87121 Room to be determined

Type of meeting: Monthly **Chair:** Melissa Armijo

- Invited to Attend:**
1. Jacob Gomez - **PRESENT**
 2. Charlotte Trujillo - **PRESENT**
 3. Abby Herrera - **PRESENT**
 4. Daryl Landavazo - **PRESENT**
 5. Monica Aguilar - **PRESENT**
 6. Rhonda Cordova-**PRESENT**

Scheduled Guest(s): Various Staff - **Bernadette Fietze/Diana Garcia/Cydelia Chavez**

Scheduled Absence: **Melissa Armijo**

----- **Agenda** -----

1. Call to Order, Roll Call (Quorum?/? voting members).. Chair.....6:00 p.m. – JGomez calls meeting to order @ 6:10 pm. All members present except MArmijo, scheduled absence. 4 of 5 members present for quorum.
2. Welcome and Introductions.....Chair.....6:05 p.m. – MAguilar introduces Breanna Chavez. Potential board member present at the meeting to observe and to be considered for board membership. BChavez currently works for Wells Fargo and lives in the immediate area. Wants to give back to the community and better understand charter schools and in particular, MAA. All attending board members introduce themselves.
3. Approval of Agenda **ACTION ITEM**.....All.....6:10 p.m. – JGomez presents Agenda for approval and requests that Staff report be moved up to #5 and that Discussion Items, currently #5 on the agenda be moved to #8. Hearing no concerns other requests, JGomez asks for a motion. Motion with the noted switch by AHerrera, 2nd by DLandavazo. Motion passes 4-0 with 1 member absent.
4. Approval of Previous Meeting Minutes **ACTION ITEM** . All.....6:15 p.m. – JGomez presents Minutes from the September meeting for approval. Hearing no concerns other requests, JGomez asks for a motion. Motion to approve the previous meeting minutes by CTrujillo, 2nd by DLandavazo. Motion passes 4-0 with 1 member absent.
5. Staff Report.....Bernadette Fietze/Diana Garcia/Cydelia Chavez...7:00 p.m. – Staff report on the conference they attended at Stanford University. Hactivation Nation. Walked away with an implementation plan in regards to student reengagement, increasing parent / guardian and community engagement and increasing student experience with real world problems. MAguilar stated it was the best PD she had ever experiences.
6. Action Items.....6:35 p.m.
Approval of Finance Report.....Rhonda.....6:35 p.m. – Rcordova presents the Finance report. Detailed discussion and review of the Journal entries. Discussed the finance committee’s detailed review of the revenue and expenditure report and then presented the Summarized the revenue and expenditure report for the board. JGomez asks for questions / concerns. Hearing none, JGomez asks for a motion. Motion to approve the finance reports by DLandavazo, 2nd by AHerrera. Motion passes 4-0 with 1 member absent.

New Board Member Monica6:40 p.m. – Maguilar presents BChavez as a new potential board member for MAA. Reiterates her

desire to give back to the community. Would be the finance piece that is lacking on the board since CSanchez left. JGomez reiterates the role of the board members, responsibilities. JGomez presents new member for approval. Hearing no questions or other requests, JGomez asks for a motion. Motion to approve BChavez as a new board member for MAA by CTrujillo, 2nd by AHerrera. Motion passes 4-0 with 1 member absent.

Vice President and Secretary Board Position Jacob6:45 p.m. – JGomez presents positions open for board members. JGomez asks for nominations for positions. JGomez is nominated as Vice President. JGomez accepts nomination. JGomez calls for a motion. AHerrera makes a motion to approve JGomez as MAA Vice President. DLandavazo 2nds the motion. Motion passes 4-0 with one member absent.

JGomez presents Secretary position open and asks for nominations. AHerrera is nominated and DLandavazo is nominated. DLandavazo does not accept nomination. AHerrera accepts. JGomez calls for a motion to approve AHerrera as Secretary for the MAA board. CTrujillo motions, DLandavazo 2nds. Motion passes 4-0 with one member absent.

Approval of Lease Extension Monica6:47 p.m. – MAguilar presents the lease Extension from Yes Housing. The extension will include the empty lot for the purpose of storing the Portable sent by APS. Additional monthly rental increase. JGomez asks for questions / concerns. Hearing none, JGomez asks for a motion. Motion to approve the Lease extension by AHerrera, 2nd by DLandavazo. Motion passes 4-0 with 1 member absent.

Approval of T&E Policy Rhonda6:48 p.m. – RCordova presents T& E policy for consideration. Policy outlines detailed process to determine the T& E for new hires. JGomez asks for questions / concerns. Hearing none, JGomez asks for a motion to approve the T& E policy as presented with the name change to the document. Motion to approve the T& E policy with the noted change by CTrujillo, 2nd by DLandavazo. Motion passes 4-0 with 1 member absent.

Void Checks #4492 – 4500..... Rhonda.....6:49 p.m. – Rcordova presents the action item and discusses the current check stock and numbers of checks needed to be voided due to the school name change. All other bank business has been changed over to MAA. The void will result in a gap in check numbers. The new checks will begin at 4501. JGomez asks for questions / concerns. Hearing none, JGomez asks for a motion to approve the void of checks #4492 through #4500. Motion to approve checks \$4492 through #4500 to be voided by DLandavazo, 2nd by AHerrera. Motion passes 4-0 with 1 member absent.

7. Executive Director Report..... Monica..... 6:50 p.m. – MAguilar reports on new initiative ASH – Academic success hour, identifying students w/ 70% or lower to attend ASH from 2:30 to 3:30 with the goal to help students improve grades. MAguilar also discusses that they have put together a committee to develop opportunities for Service Learning for students.

8. Discussion Items.....6:20 p.m.

a. Lease Purchase Update.....Monica6:25 p.m. – MAguilar - no new updates from the state

b. Non-Profit Update.....Monica..... 6:30 p.m. – Maguilar states that she has requested that NTapia attend the meetings occasionally to update the board on the non-profit. No new updates at this time.

9. Open Public Comment..... Open.....7:10 p.m. – no one present for any public comment

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10. Announcements/Set Next Meeting..... Chair.....7:20 p.m. –
next meeting set for Thursday November 1, 2018
11. Adjourn..... Chair.....8:00 p.m. –
Meeting adjourned at 7:35.

----- Statement on Open Forum for Public Comment -----

The Governing Council welcomes public comments during the "Public Comment" portion of the governing council meeting agenda. Individuals wishing to make public comments shall complete a Public Comment form and submit it to the Council President prior to the "Public Comment" section of the meeting. Individual oral presentations will be limited to 5 minutes, unless extended by the Council President.

----- Statement of Non Discrimination -----

Mark Armijo Academy does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. Persons requiring special accommodations should contact the administrative office at 830-3128 Ext. 0 at least 24 hours prior to the meeting.

---- Additional Information ----

Regular monthly meetings 6:00 – 8:00 p.m., First Thursday of every month on the NVCS Campus (unless indicated otherwise).

Finance Committee – Chris Sanchez, Charlotte Trujillo

Facilities Committee – Abby Herrera, Melissa Armijo

Policy Committee – Undetermined

Audit Committee – Charlotte Trujillo, Melissa Armijo