



Minutes of the
GOVERNING COUNCIL MEETING – HELD VIA ONLINE PLATFORM
Tuesday, March 24, 2020 - 5:00 pm
ABQ Charter Academy
405 Dr. Martin Luther King Jr. Blvd. NE
Albuquerque, NM 87102

Council Members Present (via online platform):

John Rodarte, President
Dr. Evalynne Hunemuller, Vice President
Dr. Rhonda Seidenwurm, Secretary
Chandra McCray, Member

ABQCA Guests:

Erik Bose, Executive Director
Sean Fry, Business Manager
Amy Roble, Principal
Deb Moya, Asst. Principal/Dir. Special Services
Dr. Sandy Roth, Dir. of Curriculum & Assessments

Council Members Not Present: Jacob Kennedy, Treasurer

Minutes: Andrea Kepple, Executive Assistant/STARS Coordinator

I. CALL MEETING TO ORDER

The meeting was called to order at 4:58 pm by President John Rodarte via an online platform. Documents were emailed to all members prior to the meeting. ABQCA will continue to hold its Governing Council meetings online until social distancing restrictions due to COVID-19 are lifted by the Governor or other authorizing entity.

II. OPENING ACTIVITIES

A. Approval of March 24, 2020 Agenda

President Rodarte asked for a motion on the agenda. Dr. Seidenwurm made a motion to approve with the correction of a typo on the date, changing it from March 19th to the 24th. Dr. Hunemuller seconded the motion. There was no further discussion. The motion carried unanimously. (Typo has been corrected.)

B. Approval of February 25, 2020 Minutes

President Rodarte asked for a motion on the minutes. Dr. Seidenwurm made a motion to approve. Dr. Hunemuller seconded the motion. There was no further discussion. The motion carried unanimously.

III. FINANCE COMMITTEE REPORT

A. Business Manager Report – Sean Fry

The February 2020 Financial Statements and Check Register were distributed electronically to the council prior to the meeting.

1. Mr. Fry gave a review of the school's cash balances by fund. The percentage of flow through funds that have been expensed and (Committed) through the end of February 2020 are:

- Title I ESEA – 100% (100%)
- IDEA-B Entitlement –67.94% (100.06%)
- English Language Acquisition – 0% (0%)
- Title II Teacher/Principal Training & Recruiting – 95.46% (95.46%)
- Title I CSI– 100% (100%)
- DCIM– 45.74% (45.74%)
- G.O. Bond Student Library – 15.32% (15.32%)
- 2019 GAA Library – 86.17% (95.39%)

2. Highlights from the Check Register for February 2020: (sent electronically for review)

At a glance –The nonrecurring transactions by category are:

- Curriculum/Program Related:
 - 2/13/20 #9724 to Abq Ride for Bus Passes -\$920.00
 - 2/13/20 #9726 to Actively Learn Renewal \$500.00
 - 2/13/20 #9727 to CES for Powerschool license increase to 350 -\$1,594.65
 - 2/18/20 #9734 to Data Recognition for TABE tests -\$9,303.10

- Travel/PD Expenditures: None
- Facility Maintenance Expenditures:
2/18/20 #9739 to Steel Alliance Fabrication for E. Fire Exit Cage Deposit -\$1,886.50
- Other One-Time/Infrequent Expenditures of Note:
2/18/20 #9733 to Deborah Condit for Lobbying - \$5,000.00
2/24/20 #97409741 to Employees for 218 Refunds
2/24/20 #9753-9754 to Employees for 218 Refunds
- Voided Checks: None

3. Other Items for Discussion

- Finance Committee met March 17, 2020 to review February 2020 Financial activity.
- All of the requested refunds for the 218 modification except for 2016 Q2 and 2018 Qs 2-3 have been received. ABQCA has recovered \$15,296 in Prior Year Social Security contributions and has received \$1,623 in interest for a total of \$16,903.
- Spring Budget Workshop will be April 1-3, 2020
- Compiled Salary Schedules from APS, Rio Rancho, Hobbs, Aurora, Lubbock, Artesia for Analysis
- There will be a large inventory disposal for April depending on Facility progress.

B. Approval of Cash Disbursements for February 2020

President Rodarte asked for a motion on the February 2020 cash disbursements. Dr. Hunemuller made a motion to approve. Ms. McCray seconded the motion. There was no further discussion. The motion carried unanimously.

C. Approval of BARS

Initial Budget BAR 001-090-1920-0028-IB

Initial Budget BAR 001-090-1920-0029-IB

Decrease BAR 001-090-1920-0030-D

President Rodarte asked for a motion on all the BARs as presented. Dr. Seidenwurm made a motion to approve. Dr. Hunemuller seconded the motion. There was no further discussion. The motion carried unanimously.

IV. EXECUTIVE DIRECTOR REPORT

A. Highlights from Executive Director's Report:

Scholars

- Enrollment is at 359

Politics

- The school building is closed for the remainder of the year.
- We will create a Continuous Learning Plan to submit to the PED by April 8th.
- We are creating a 100% distance learning opportunity for all scholars for the remainder of the year.

ABQCA

- We were awarded the CSP grant. Met with Jenai and Daniel about starting a food service program.
- We had a CSP visit with PED and the Feds scheduled for March 25th to review the work on the grant and tour the school, it has been cancelled due to Covid -19.
- We lost our \$225k legislative appropriation to fix our roof and upgrade our HVAC at 405 MLK.
- We are going to have a Zoom staff meeting every Monday at 3:00.
- The Leadership Team is meeting via Zoom every day at 11:00.

Building

- Building next door - Working to get the last tenant out so we can move forward with the purchase; this could be an opportunity to get the work done while we are out for the rest of the year.

B. Approval of Revised ABQCA Staff Attendance Policy

President Rodarte asked for a motion on the revised policy. Dr. Seidenwurm made a motion to approve. Dr. Hunemuller seconded the motion. There was no further discussion. The motion carried unanimously.

C. Approval of Revised Extended Family Leave (Formerly Family Medical Leave) Policy

President Rodarte asked for a motion on the new policy. Dr. Hunemuller made a motion to approve with the addition of ABQCA running the policy by Legal. Dr. Seidenwurm seconded the motion. There was no further discussion. The motion carried unanimously.

D. Approval of Revised ABQCA Leave Donation Policy

President Rodarte asked for a motion on the new policy. Dr. Hunemuller made a motion to approve. Ms. McCray seconded the motion. There was no further discussion. The motion carried unanimously.

V. CONSIDERATION FOR APPROVAL TO ADJOURN TO CLOSED SESSION PURSUANT TO THE OPEN MEETINGS ACT NMSA 1978 (§ 10-15-1 (H)(2) LIMITED PERSONNEL MATTERS) FOR THE PURPOSE OF DISCUSSING THE EXECUTIVE DIRECTOR’S EVALUATION AND CONTRACT

Dr. Seidenwurm suggested that the discussion of the Executive Director’s evaluation be tabled but that the Council go ahead with discussing his contract for the 2020-21 school year. All were in agreement.

President Rodarte made a motion to adjourn to closed session pursuant to the Open Meetings Act NMSA 1978 § 10-15-1 (H) (2) for the purpose of discussing the Executive Director’s contract. Dr. Seidenwurm seconded the motion.

President Rodarte requested a vote of Council Members, which resulted in agreement of Council Members to convene in closed session for the purpose of discussing the Executive Director’s SY 2020-21 Contract with Council Members Rhonda Seidenwurm, Evalynne Hunemuller, Chandra McCray and President John Rodarte. All Council Members voted in favor of the motion. Council Members met in closed session beginning at 5:31 pm.

VI. RECONVENE TO OPEN MEETING

Governing Council, by roll call vote, voted to reconvene to Open Meeting at 5:34 pm. Motion made by Rhonda Seidenwurm and seconded by Evalynne Hunemuller. Vote in the affirmative by individual members Evalynne Hunemuller, Rhonda Seidenwurm, Chandra McCray and President John Rodarte.

VII. STATEMENT OF CLOSURE

President John Rodarte stated that the ABQ Charter Academy Governing Council met in closed session March 24, 2020 to discuss the Executive Director’s SY 2020-21 Contract, and that no discussion was made during closed session on any topics other than the contract, as stated on the agenda. No action was taken.

President Rodarte then asked for a motion to approve the Executive Director’s SY 2020-21 contract with the addition that actual compensation will be discussed when the 2020-21 salary percentages are released. Dr. Seidenwurm made a motion to approve. Ms. McCray seconded the motion. There was no further discussion. The motion carried unanimously.

VI. PUBLIC COMMENT

There were no public comments.

VII. ANNOUNCEMENTS

The next ABQCA Governing Council monthly meeting is scheduled for Tuesday, April 28 at 5:00pm. It will be held online and information to join the meeting will be emailed prior to April 28th.

VIII. MEETING ADJOURNED

President Rodarte asked for a motion to adjourn the meeting. Dr. Seidenwurm made such motion. Dr. Hunemuller seconded the motion. The motion carried unanimously. President Rodarte adjourned the meeting at 5:37 pm.