

North Valley Academy

Minutes – Governing Council Meeting (Special) Thursday, April 28, 2016 - 4:30 p.m.

I. PROCEDURAL AGENDA

This meeting of the NVA Governing Council was called to order at 4:30 p.m., by Chair Robert Taylor - initiated by a roll-call and pledge of allegiance.

G.C. members present were: Ron Montoya, Robert Taylor, Claudia Zamora, Mark Mico, Scott Fitzgerald and Ed Manzanares. NVA Administrative Staff present were: Susan McConnell, Sarah Pina and Ray Barton IV.

- Mr. Manzanares **motioned** and the GC approved the Agenda for April 28, 2016.
- Mr. Manzanares **motioned** and the GC approved the March 17, 2016 minutes.

II. PUBLIC COMMENT - None

III. CHAIRMAN'S AGENDA

- Mr. Taylor continued discussion from the March 17, 2016 meeting regarding the election process for those interested in GC membership. The GC will continue discussion of this issue at the May 26, 2016 meeting.
- Mr. Taylor provided an update on the annual requirements for GC member's trainings. Mr. Montoya, Ms. Zamora and Mr. Mico committed to signing-up for either the online or June trainings. Mr. Manzanares, Mr. Taylor and Mr. Fitzgerald are complete.
- Mr. Taylor provided an overview of the PEC negotiations this week, relative to the new NVA charter contract and performance framework. NVA administration has been in detailed discussions for the past few weeks, and the GC can now approve the final documents. Ms. McConnell added that the PEC was supportive throughout the negotiation process and created a very positive process. In addition, Julia Barnes, an attorney for the PEC), was a very strong and positive leader in the process. Ms. McConnell also thanked Ms. Catanzaro for assisting with the goal assessment.
- Mr. Barton & Ms. McConnell presented and reviewed the following:
 - 2016-2021 NVA Charter Contract (with 510 enrollment cap) and waivers
 - 2016-2021 NVA Charter Contract (with 534 enrollment cap) and waivers
 - New NVA Performance Framework
 - NVA Certificate of Resolution (reference 510 enrollment cap)
 - NVA Certificate of Resolution (reference 534 enrollment cap)
- Mr. Manzanares **motioned** and the GC approved the SY 2016-2021 NVA Charter Contract with waivers, with 510 enrollment cap.
- Mr. Montoya **motioned** and the GC approved the SY 2016-2021 NVA Charter Contract with waivers, with 534 enrollment cap.
- Mr. Montoya **motioned** and the GC approved the new NVA Performance Framework.
- Mr. Taylor **motioned** and the GC approved two Certificates of Resolution, dated April 28, 2016 – referencing both enrollment caps.

- Mr. Taylor then discussed the principal evaluation process. He indicated a target date of May 15, 2016, to complete the evaluation. Mr. Taylor also indicated the need for a GC principal evaluation committee. Mr. Taylor **motioned** and the GC approved the appointment of Mr. Taylor and Mr. Manzanares to the 2016 principal evaluation committee, to complete this process and report the results back to the GC.

IV. FINANCIAL INITIATIVES COMMITTEE

- Mr. Montoya turned the time over to Ms. Pina - for presentation of the financials.
- Ms. Pina presented information on four BARs
 - BAR 0016-I
 - BAR 0017-I
 - BAR 0018-I
- Mr. Taylor **motioned** and the GC approved the BARs as presented
- Ms. Pina then presented the following financial statements for March:
 - Accounts Payable Listings
 - Warrants over \$5,000
 - Payroll Voucher Listings
 - Financial statements – including the cash report
- The March Bank Reconciliation Report will be presented in May.
- Mr. Montoya **motioned** and the GC approved the financial statements as presented.

- **Mr. Manzanares** left the meeting at this point, for another engagement.
- Ms. Pina presented the SY 2016-17 IDEA-B Application, a federal program for Special Ed. Mr. Montoya **motioned** and the GC approved the IDEA-B Application.

- Ms. Pina presented the SY 2016-17 Salary Schedule for Teachers and Educational Assistants. Mr. Montoya **motioned** and the GC approved the Salary Schedule.

- Ms. Pina provided information that the reading specialist, Ms. Reid, is attending a professional development conference in Boston and needs approval for hotel accommodations, not to exceed \$250/night. Mr. Montoya **motioned** and the GC approved this expenditure.

- Mr. Barton presented the new 48-month copier contract with Konica Minolta.
- Mr. Montoya **motioned** and the GC approved the new 48-month copier contract.

- **Mr. Mico** had to leave the meeting at this point.
- Ms. Pina presented the audit findings for SY 2014-15 and reviewed each one in detail. NVA has investigated the findings and has implemented a corrective action plan.
- Ms. Pina announced that the Budget Committee will be meeting in May.

V. ADMINISTRATION - OPERATIONS REPORT

- Mr. Barton provided an update on final preparations for opening the Annex buildings.
- Mr. Barton indicated the school's IT contractor, Mr. Aaron Peay, has been engaged to establish a permanent and reliable web-page platform for NVA. Once operational, posting of GC information, such as agendas and meeting dates, will be assumed by Administration. NVA will then maintain a reliable web-page for purposes of Governing Council information. The functional web-page should be in-place by July.
- Mr. Barton mentioned the school recently requested a water survey which showed the school's water usage was down from the previous year. Ms. Pina shared that water rates had increased during that same period.
- Mr. Barton indicated NVA is working on possible donations of wood chips in the playground areas, sod grass for the field and school signage.
- Mr. Barton provided hard copies of NVA's April 25, 2016 response to the Attorney General, regarding an IPRA complaint filed by Ms. Katharina Sandoval-Snider. The GC was provided with a copy of both the complaint and the response.

VI. INSTRUCTIONAL REPORT

- Ms. McConnell shared that the middle-school project-based model was coming together and the middle-school staff should be in place by June 1, 2016.
- Ms. McConnell provided an update on PARRC and short cycle testing. She thanked Ms. Amanda Catanzaro for helping to coordinate the testing.
- Ms. McConnell shared that NVA will host the 1st Annual NM Charter School Job Fair on May 11, 2016, to be co-sponsored by ACES and NMCCS.

VII. GENERAL ISSUES & ADJOURNMENT

- The next special GC meeting is scheduled for Thursday, May 26, 2016 at 4:30p.m.
- Mr. Montoya **motioned** and the GC approved to adjourn at 6:25 p.m.

Note: Unless otherwise noted, all GC actions are by a unanimous vote.