



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Special Meeting, July 13, 2018, 3:30 pm

COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda

II. Public Comment -- None

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Closed Executive Session -- Discussion of personnel matters

IV. Return to Public Meeting

- A. Report on Personnel Actions -- Steps taken to improve financial management
- B. Review of Proposal from SchoolAbility -- One possibility for business office management
- C. Approval of 2018-2019 Signers for Bank Accounts -- Termination of current signers and appointment of person authorized to access checking accounts, sign checks and approve related documents
- D. Consolidation of Bank Accounts into One

IV. Adjournment



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Special Meeting, July 13, 2018, 3:30 pm

COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda

II. Public Comment – None

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Closed Executive Session – Discussion of personnel matters

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IV. Adjournment



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Minutes

Special Meeting, July 13, 2018

COUNCIL MEMBERS

| Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane

I. Introduction

- A. Call to Order – Chairman Elliott called the meeting to order at 4:00 PM
- B. Approval of Agenda – G. Crane made a motion to accept the agenda as published. C. Provencio seconded the motion, all voted in favor, the agenda was approved.
- C. Roll Call of Members – All members are present.
- D. Approval of Minutes – No Minutes were considered due to Special Meeting
- E. Announcements – None

II. Public Comment – None due to Special Meeting

III. Special Business

- A. Introduction of schoolAbility, LLC, Personnel – G. Elliott introduced staff of schoolAbility, LLC, a professional accounting and financial management firm which specializes in services to charter schools and is located in Albuquerque: Alfredo Diaz, president and owner; Rebekah Runyon, CPA, lead accountant; Kate Shelton, CPA, staff accountant. G. Elliott said he was referred to schoolAbility by Dr. Bruce Hegwer of ACES as a firm who could review accounts and business operations in light of recent discovery of transactions that raised serious questions.
- B. Presentation of Qualifications – Mr. Diaz gave a short presentation on the history and mission of his firm. He elaborated on qualifications and experience of his staff especially those present. He also presented the scope of operations for schoolAbility which includes clients in New Mexico, California, Nevada and Colorado.
- C. Report of Preliminary Findings – Mr. Diaz said that based on a preliminary review of accounts and transactions, there appeared to be some serious irregularities in "stipends" paid to several staff without the knowledge of or actions by the Governance Council. He also stated that signatures on at least three annual contracts of employment appear to be forgeries. The current business manager was on vacation and unable to comment on the discoveries.
- D. Presentation of Proposal – Mr. Diaz presented a written proposal to engage schoolAbility to do a forensic review all business operations to ensure that any other irregularities are identified and analyzed. The proposal also included a description of permanent financial management services his firm could provide in place of a staff business manager. After discussion, K. Caroe moved and G. Crane seconded a motion to delay any decision for a few days so GC members could study the proposal in detail. The motion was approved unanimously.

III. Adjournment -- Without objection, Chairman Elliott adjourned the meeting at 5:27 pm.

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment

** (A) – Administrative Item; (F) – Finance Item; (G) – Governance Council Item



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Regular Meeting, August 13, 2018

COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Carae | Godfrey Crane

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda
- D. Approval of Minutes – See Past Business below
- E. Announcements

II. Public Comment

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business (Items with action needed to meet deadlines or other requirements)

- A. Report from schoolAbility – Kate Shelton
- B. School Year Start and Status Report – Dr. Holly Schullo & Staff

IV. Past Business (Review and routine approval/acceptance of actions taken, reports compiled, funds received/expended, audit and program results, etc.)

- A. Business Management Issues Report – Events and actions; responses from state agencies; current status – G. Elliott
- B. Approval of Minutes – Various dates; Regular, Special and Executive Meetings.

V. Future Business (Research/discussion/plans for long-term directions of Alma. To include modification of mission, goals, academic programs, budgets, etc.)

- A. Charter Renewal Schedule and Plans
- B. Strategic Planning Status and Plans

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment

** (A) – Administrative Item; (F) – Finance Item; (G) – Governance Council Item



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Minutes

Regular Meeting, August 13, 2018

COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane

Staff Present: Holly Schullo, Michelle Paz, Patrick Hernandez

I. Introduction

- A. Call to Order – Chairman Elliott Called the meeting to order at 6:06pm
- B. Roll Call of Members – All members are present.
- C. Approval of Agenda – G. Crane made a motion to approve the agenda as written. C. Williams seconded the motion, all voted in favor. The agenda was approved.
- D. Approval of Minutes – See Past Business below
- E. Announcements – None

II. Public Comment

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business (Items with action needed to meet deadlines or other requirements)

A. Report from schoolAbility – G. Elliott commended K. Shelton on her diligent work and quality of financial reports. Via Skype, Kate gave a short rundown of the process involved in preparing Alma d'arte for new business management via schoolAbility. Currently a big part of their process has been filling the gap in personnel files to aid in budget planning. schoolAbility hired a new Business liaison for Alma named Kimberly Wright. She will accompany Kate to the school this week to meet and become familiar with Alma d'arte staff & faculty. While Kimberly will be the liaison for Alma, Kate will remain the business manager working with the CAO and Governance Council.

First accounts payable batch run at the end of July, included a few past due and shut off notices. (a summary is included in the GC packet). There was discussion of procedures for requisitions and purchasing. Kate will discuss this further with Dr. Schullo and appoint key persons responsible for this at Alma when she is in Las Cruces on Thursday.

There has been a lot of filing and sorting of documents from past years. Rebecca from schoolAbility is currently working on getting last fiscal years' information into the system. As soon as that is completed, we will be in a place where we can move forward with other things.

Kate went over a 10 page financial packet sent to the GC to explain any issues or discrepancies. A final note for financial reporting, required updating our banking access and signers. K. Caroe made a motion to remove past financial signers Michelle Paz, Maggie Baber, Mark Hartshome and Juliette Rivera from signing for checking and account access. And new signers Holly Schullo (CAO) and Casilda Provencio (GC treasurer) be added as signers. Gene Elliott be retained as a signer from previous term and Katie Shelton be designated to have online account access. C. Williams seconded the motion. All members voted in favor, motion passed.

B. School Year Start and Status Report – Dr. Holly Schullo spoke a bit about new hires and some new changes here at Alma. There is a very good vibe going on at Alma. Michelle Paz, new Dean of Students, spoke about the adoption and use of Powerschool, "We were off to a rocky start, but have learned the ins and outs of Powerschool and have scheduled students, adopted a lunch system and are currently looking at attendance tracking". Ms. Paz and Dr. Schullo also spoke about our need for a PE teacher and getting about 17 seniors through to meeting a graduation requirement in PE. Dr. Schullo

spoke about formally introducing Paz as Dean of Students and not Assistant Principal. Dr Schulla spoke more about the daily flow here at school: including closing the campus, no open class periods, and making the students more responsible for the cleanliness of their classrooms and school. Six students are currently enrolled in dual credit courses. (Students may attend DACC or NMSU to obtain college and high school credit.) Current enrollment is at 162 students. M. Paz said based previous years we could expect final enrollment to increase by 10 students or so.

IV. Past Business (Review and routine approval/acceptance of actions taken, reports compiled, funds received/expended, audit and program results, etc.)

A. Business Management Issues Report – G. Elliott reviewed events and actions; responses from state agencies; and current status. He said that Alma's events and actions may be placed on the Agenda for the PEC meeting on August 24th. He mentioned that he felt the introduction of schoolAbility to our business management team has aided tremendously in maintaining our forward movement beyond problem areas. The change also allows the administrative team to focus on day-to-day activities and to continue to service our students.

B. Approval of Minutes – Various dates; Regular, Special and Executive Meetings. – G. Elliott circulated copies of past meeting minutes. For the April 9, 2018 meeting G. Crane made a motion to accept the minutes as written. C. Williams seconded the motion; all voted in favor, the April 9, 2018 meeting minutes were previously approved. May 14, minutes were still in draft form and will be presented at the September meeting along with minutes for today.

III. Future Business (Research/discussion/plans for long-term directions of Alma: To include modification of mission, goals, academic programs, budgets, etc.)

- A. Charter Renewal Schedule and Plans – G. Elliott reminded Dr. Schulla that GC members are available to help her with the charter renewal process in any way she needs.
- B. Strategic Planning Status and Plans – K. Caroe spoke about the strategic plan she wrote and received full credit for as part of her doctoral study. She will make the plan available to administrative staff for use in professional development.

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment

Chairman Elliott adjourned the meeting at 8:20pm

** (A) – Administrative Item; (F) – Finance Item; (G) – Governance Council Item

Respectfully Submitted

Carolyn Williams, Secretary



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Special Emergency Meeting, September 11, 2018

COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

ii. Current Business

Report from schoolAbility – Description of serious financial irregularities discovered during continuing audit of previous records – Rebekah Runyon and Kate Shelton

iii. Closed Executive Session – Discussion of Personnel Issues

iv. Return from Closed Session

v. Adjournment



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Regular Meeting, September 17, 2018

COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane

I. Introduction

- A. Call to Order
- B. Approval of Agenda
- C. Roll Call of Members
- D. Approval of Minutes – August 13, 2018 Regular Meeting
– September 11, Special Emergency Meeting
- E. Announcements – Welcome of Guests

II. Public Comment

- A. Review of Policy
- B. First Two Speakers
- C. Public Comment – Individuals whose names are drawn may speak for three (3) minutes each

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business

- A. Status Report on Start of School – Dr. Holly Schullo, Principal/CAO (A)**
- B. Monthly Financial Report – Kate Shelton, schoolAbility (F)

IV. Past Business

- A. Report on Special Financial Issues – G. Elliott (G)

V. Future Business

- A. Status and Plans for Charter Renewal Application (A)
- B. Discussion of Continued Strategic Plan Development (G)
- C. Discussion of increased Parent Involvement (G)

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment

** (A) – Administrative Item; (F) – Finance Item; (G) – Governance Council Item



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Regular Meeting, October 15, 2018

COUNCIL MEMBERS

Gene Elliott | Casilda Provencia | Carolyn Williams | Karen Coroe | Godfrey Crane

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda
- D. Approval of Minutes – Regular Meeting, September 24, 2018
- E. Announcements

II. Public Comment

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business (Items with action needed to meet deadlines or other requirements)

- A. Closed Executive Session – Personnel Issues (G)
- B. Return to Public Session (G)
- C. Approval of Personnel Changes (A)
- D. Report on Charter Renewal Process and Application – Dr. Schullo & Staff (A)
- E. Statement of Appreciation to Staff (G)
- F. PED Renewal Site Visit, October 29, 2018 (A)

IV. Past Business (Review and routine approval/acceptance of actions taken, reports compiled, funds received/expended, audit and program results, etc.)

- A. Business Management Issues Report – Events, actions, current status (G)
- B. Monthly Administrative Report – Dr. Schullo, Principal/CAO & Staff (A)
- C. Monthly Financial Report – Kate Shelton, Business Manager (F)
- D. Budget Adjustment Requests (F)
- E. Annual Audit – Schedule and status (F)

III. Future Business (Research/discussion/plans for long-term directions of Alma. To include modification of mission, goals, academic programs, budgets, etc.)

- A. Strategic Planning Status and Plans (G)
- B. GC Bylaws Review & Update (G)
- C. Permanent GC Committees (G)

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment

** (A) – Administrative Item; (F) – Finance Item; (G) – Governance Council Item



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Minutes

Regular Meeting, October 15, 2018

COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane |
STAFF PRESENT: Dr. Holly Schulla, Principal/CAO

I. Introduction

- A. Call to Order – The meeting was called to order by President Gene Elliott at 6:04 pm
- B. Roll Call of Members – All members are present
- C. Approval of Agenda – C. Provencio moved that the agenda be approved as published. Second by G. Crane
- D. Approval of Minutes – It was moved by K. Caroe and seconded by C. Williams the minutes of the Regular Meeting of September 17, 2018, be approved as published. Motion carried without dissent.
- E. Announcements – None

II. Public Comment – None

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business *(Items with action needed to meet deadlines or other requirements)*

- A. Closed Executive Session – K. Caroe moved and C. Williams seconded a motion to adjourn to a closed executive session to discuss internal personnel issues related to faculty. Motion carried unanimously.
- B. Return to Regular Meeting – G. Crane moved and C. Provencio seconded a motion to return to the regular session after having discuss personnel issues related to faculty. Motion carried without objection.
- C. Approval of Personnel Changes – H. Schulla presented a list of faculty personnel changes within the faculty. With no discussion C. Williams made a motion to accept the changes as presented. Second was by C. Provencio. Approval was unanimous.
- D. Report on Charter Renewal Process and Application – Dr. Schulla outlined the details of the charter renewal process including a proposed timetable issued by the Public Education Department. She also described the elements of the renewal application and the sections to be included. She stated the faculty were informed and have offered to help in anyway appropriate. She felt that deadlines would be met and that our opportunity to renew the charter was excellent.
- E. Statement of Appreciation to Staff – G. Elliott said he was grateful to the Alma faculty and staff who have been an integral part to the planning for renewal. To that end, he suggested the GC draft a letter of appreciation to the faculty for recognition of their help and cooperation. Without objection the letter will be sent as soon as possible.
- F. PED Renewal Site Visit – The charter renewal site visit by PED personnel will be conducted on Monday, October 29, 2108. The will be time in the schedule for PED personnel to visit with GC members. A specific hour will be announced as the visitation schedule is finalized. All GC members who can are encouraged to attend once the time is set. Students and parents will also have opportunities to visit with examiners. There will also be another team from PED on campus for the annual site visit and auditors will do preliminary study for the annual financial audit.

IV. Past Business *(Review and routine approval /acceptance of actions taken; reports compiled, funds received/expended, audit and program results, etc.)*

- A. Business Management Issues – G. Elliott presented a summary of events since the last meeting related to the alleged theft of significant sums by previous staff members. He said the investigation is in the hands of the State Police and we will be told more once their investigation is complete. At this point, no one knows exactly when that will be.
- B. Monthly Administrative Report – Dr. Schulla presented a summary of events that have occurred during the previous month. She said that school got underway without any serious problems or conflict and that the faculty are enthusiastic about how good the year is going so far.
- C. Monthly Financial Report – Business manager K. Shelton gave a thorough, detailed report on school finance. The report included descriptions of all transactions which the GC has not previously received. She complimented the GC on the interest in seeing detailed financial reports.
- D. Budget Adjustment Requests – K. Shelton also presented Budget Adjustment Requests that the GC must approve. G. Crane moved that the BAR's be approved. Second by C. Provencio. Motion carried unanimously.
- E. Annual Audit – The annual financial audit will also be conducted on October 29, 2018. K. Shelton said she had spoken with the auditors and they were unsure of when the audit work will be completed, given the financial issues facing the school.

III. Future Business *(Research/discussion/plans for long-term directions of Alma. To include modification of mission, goals, academic programs, budgets, etc.)*

- A. Strategic Planning Status and Plans
- B. GC Bylaws Review & Update
- C. Permanent GC Committees

G. Crane commented on the lateness of the hour and moved that consideration of the three items in this section be postponed to a later meeting. C. Williams made a motion to postpone discussion of these items. C. Provencio seconded the motion. All voted in favor.

VI. Next Meeting Agenda Items

- A. Future Business – None
- B. Current Business – None
- C. Past Business – None

VII. Adjournment

Without objection, chairman Elliott declared the meeting adjourned at 7:56 p.m.



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Regular Meeting, November 19, 2018

COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda
- D. Approval of Minutes – Regular Meeting, October 15, 2018
- E. Announcements

II. Public Comment

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business (Items with action needed to meet deadlines or other requirements)

- A. Response to PED Preliminary Renewal Report (G)
- B. Monthly Financial Report (F)

V. Past Business (Review and routine approval/acceptance of actions taken, reports compiled, funds received/expended, audit and program results, etc.)

No Items for this Section

III. Future Business (Research/discussion/plans for long-term directions of Alma. To include modification of mission, goals, academic programs, budgets, etc.)

No Items for this Section

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment

** (A) – Administrative Item; (F) – Finance Item; (G) – Governance Council Item



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Minutes

COUNCIL MEMBERS

Regular Meeting, November 19, 2018

Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane |
STAFF PRESENT: Dr. Holly Schullo, Principal/CA

I. Introduction

- A. Call to Order – Chairman Elliott called the meeting to order at 6:07 p.m.
- B. Roll Call of Members – All members were present except C. Provencio.
- C. Approval of Agenda – C. Williams moved to approve the agenda as published. Second by G. Crane. Motion passed unanimously.
- D. Approval of Minutes – G. Elliott requested that approval of minutes of October 15, 2018, meeting be postponed to the December meeting. So moved by C. Williams. Second by G. Crane. Approval was unanimous.
- E. Announcements – G. Elliott announced that due to multiple complications and conflicts, the faculty appreciation event needs to be delayed until after the first of the year.

II. Public Comment -- None

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business *(Items with action needed to meet deadlines or other requirements)*

- A.
- B.
- C.

IV. Past Business *(Review and routine approval /acceptance of actions taken, reports compiled, funds received/expended, audit and program results, etc.)*

- A.
- B.
- C.

III. Future Business *(Research/discussion/plans for long-term directions of Alma. To include modification of mission, goals, academic programs, budgets, etc.)*

- A.
- B.
- C.

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council

Agenda

Regular

Meeting, December 17, 2018

COUNCIL MEMBERS

| Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda
- D. Approval of Minutes – Regular Meetings – October 15, 2018 and November 19, 2018
- E. Announcements

II. Public Comment

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business *(Items with action needed to meet deadlines or other requirements)*

- A. Charter Renewal Report & Discussion (G) (A) – G. Elliott & H. Schulla
- B. Response to PEC Regarding Requested Report at January Meeting (G)
- C. Status Report on Special Financial Issues (G)
- D. Status/Needs for Special Ed and ELL Programs (A)

IV. Past Business *(Review and routine approval/acceptance of actions taken, reports compiled, funds received/expended, audit and program results, etc.)*

- A. Monthly Financial Reports (F) – Kate Shelton, Bus Mgr
 - 1. Review of November Financial Report
 - 2. Current Month Report
 - 3. Budget Adjustment Requests
 - 4. Closure of Auxiliary Bank Accounts
- B. IDEA-B Budget and Application (F)
- C. Monthly Administrative Report (A)
- D. By-Laws Review Report (G)

III. Future Business *(Research/discussion/plans for long-term directions of Alma; To include modification of mission, goals, academic programs, budgets, etc.)*

- A. Policies Review and Needs
- B. Parents Relations & Programs
- C. Strategic Planning Status & Plans

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment

-----** One or the other of these three notations will appear at the end of each item, depending on who is introducing the item. Items can appear in no special order, i.e. all (A) together, etc.

(A) = Administration (F) = Finance (G) = Governance



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Minutes

COUNCIL MEMBERS

Regular Meeting, December 17, 2018

Gene Elliott | Cosilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane |

STAFF PRESENT: Dr. Holly Schullo, Pincipal/CAO; Kate Shelton, Business Manager; Rebecca Beidler, Special Education Teacher

I. Introduction

- A. Call to Order – President G. Elliott called the meeting to order at 6:12 p.m.
- B. Roll Call of Members – All members are present
- C. Approval of Agenda – G. Crane moved to approve the agenda as published. Second by C. Provencio. All voted in favor of the motion.
- D. Approval of Minutes – K. Caroe moved to approve the minutes of the October 15, 2018, regular meeting. Second by G. Crane. Motion passed without objection. K. Caroe moved to approve the November 19, 2018, regular meeting minutes, with minor corrections. Second by G. Crane. C. Provencio abstained due to her absence from the meeting. All other voted in favor. Motion passed.
- E. Announcements – Two Governance Council positions are up for election in December, 2018.
C. Williams moved to hold GC elections at the January meeting. Motion seconded by C. Provencio. All voted members voted in favor of the motion.

II. Public Comment -- None

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business *(Items with action needed to meet deadlines or other requirements)*

- A. Charter Renewal Hearing Report – G. Elliott and H. Schullo reported on their meeting with the NM Public Education Commission (PEC) on December 11, 2018. Alma d'arte was granted a 3-year charter renewal with no conditions. The NM Public Education Department (PED) had recommended a 5-year renewal with five conditions. The PEC instructed Elliott and Schullo to return to the January 11, 2019, PEC meeting with revisions to Alma's NM DASH plan and Corrective Action Plans for minor deficiencies in Special Education, English Language Learner (ELL) programs, and Finance. Both said that the time-frame was short and complicated by the holidays, but that every effort would be made to comply. G. Crane asked why the renewal period was only three years. Dr. Schullo reported it was possibly that the PEC felt the conditions listed by the PED were excessive.
- B. Response to PEC Regarding Requested Report and their January Meeting – G. Elliott said he would write to Pattle Gipson, PEC Chairman, to request additional time for preparing Alma's response to the requested plans. He will also check with attorney Patty Matthews to determine if the response request for actions was part of the approval motion, and therefore not appropriate.
- C. Status Report on Special Financial Issues – Business Manager Katie Shelton said that the issues listed by the PEC were minor and most have already been resolved. She will attend the January PEC meeting and report on the actions taken.
- D. Status/Needs for Special Ed and ELL Programs – New Special Ed Teacher Rebecca Beidler, stated that almost all the IEP's were current. There were fewer than five left to review with parents and students. And that was due to the fact that it was not yet time for their annual review. She said all records have now been audited and are in complete compliance with regulations.



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Regular Meeting, January 21, 2019

COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda
- D. Approval of Minutes – Regular Meeting, December 17, 2018
- E. Announcements

II. Public Comment

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business *(Items with action needed to meet deadlines or other requirements)*

- A. Election of Members – Positions No. 3 & 4 (G)
- B. Election of Officers – 2019 (G)
- C. Report from PEC Meeting, January 11, 2019 (A)
 1. NM DASH Plan – Approved
 2. Corrective Action Plan – Finance, Approved
 3. Corrective Action Plan – Special Education
 4. Corrective Action Plan – ELL

IV. Past Business *(Review and routine approval/acceptance of actions taken, reports compiled, funds received/expanded, audit and program results, etc.)*

- A. Finance (F)
 1. Monthly Report – December, 2018
 2. Annual Audit – Schedule and notes
- B. Academic Report (A)
- C. By-laws Review (G)

III. Future Business *(Research/discussion/plans for long-term directions of Alma. To include modification of mission, goals, academic programs, budgets, etc.)*

- A. Comprehensive Review of Policies for Compliance (G)
- B. Faculty Appreciation Event (G)
- C. Parental Involvement (G & A)

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment

** One or the other of these three notations will appear at the end of each item, depending on who is introducing the item. Items can appear in no special order, i.e. all (A) together, etc. Just random is fine.
(A) = Administration (F) = Finance (G) = Governance Council



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Minutes

Regular Meeting, January 31, 2019

COUNCIL MEMBERS

| Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane

I. Introduction

- A. Call to Order - Chairman Elliott called the meeting to order at 6:09pm
- B. Roll Call of Members - All governance council members are present. Also present are business manager Kalle Shelton and CAO Holly Schullo.
- C. Approval of Agenda - C. Provencio moved to approve the agenda as published. C. Williams seconded the motion. All voted in favor; the agenda was approved.
- D. Approval of Minutes - C. Williams made a motion to accept minutes as published and G. Crane seconded the motion. All voted in favor, minutes were accepted as published for the December 17, 2018 meeting.
- E. Announcements G. Elliott made an announcement stating that LC Sun News reporter Algernon D'Amassa was invited to attend the meeting, however he is not present.

II. Public Comment

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business *(Items with action needed to meet deadlines or other requirements)*

- A. Election of Members – Positions No. 3 & 4 (G) - G. Elliott reminded the members of expired positions 3 and 4, which expired on 12-31-2018. He opened nominations for current Governance Council members to retain their positions. C. Provencio nominated K. Caroe and C. Williams to retain their positions. G. Crane seconded the nomination. All were in favor, K. Caroe and C. Williams maintained their positions within the Governance Council.
- B. Election of Officers – 2019 (G) - Mr. Elliott announced the positions of President, Vice President, Secretary and Treasurer. These offices are currently held by G. Elliott as President, C. Provencio as Vice President and C. Williams as Treasurer. As she currently holds dual roles as Vice-President and Treasurer, C. Provencio humbly requested to split from the role of Treasurer. She would like to retain her position as Vice President. Mr. Elliott then opened nominations for Treasurer. K. Caroe nominated G. Crane for the position of Treasurer. G. Crane accepted the nomination. K. Caroe made a motion for all current officers to retain their positions for another year term, C. Williams seconded the motion. All members voted in favor to keep their current positions and to elect G. Crane as the new Treasurer. Newly elected positions are as follows: G. Elliott as President, C. Provencio as Vice President, C. Williams as Secretary and G. Crane as Treasurer.
- C. Report from PEC Meeting, January 11, 2019 (A) - Dr. Schullo spoke about the meeting, stating that upon arrival current action plans from several schools had already been approved. Our submitted corrected action plans were given consideration with minor suggestive improvements. She mentioned that minor revisions to the 90 day plan must be done. In regards to Standardized testing Dr. Schullo stated that we must change the language from PAARC to NMSBA in English and Math. K. Shelton stated that we are no longer administering PAARC, there will be a transitional test this year instead.
Corrective Action Plan – Finance – K. Shelton stated that when she began to prepare the CAP from the financial perspective, she felt she wanted to get ahead of things and inform the PED of findings and identifying problem areas from last year and what she is doing to remedy that now before their site visit. While at the most recent meeting K. Shelton said she walked the PEC through two parts of the CAP. The financial portion of the CAP was approved.
Corrective Action Plan – Dr. Schullo mentioned that things went well. She will attend a CPO with a faculty member Ms. Juanita Reano (Math) for training. She also said it was great that SPED Coordinator Rebecca Beidler was also in attendance at the meeting ensuring that we used the correct language and explanations of our programs here at Alma. C. Williams added that while things did go

well, we are still responsible as a school for providing the SPED services that were not supplied at the beginning of the year. The owed services are measured in hours and the school was in violation of providing those services for 27 days. Moving forward Dr. Schullo will contact parents via letter and arrange a time in which retro-services can be provided.

IV. Past Business (Review and routine approval/acceptance of actions taken; reports compiled, funds received/expended, audit and program results, etc.)

A. Finance – K. Shelton expressed the need for a finance committee. GC Members agreed that this is necessary. Dr. Schullo mentioned that she has a specific parent in mind for the group. Which must contain the business manager, GC treasurer, 3 faculty members and a parent member. The Finance committee role is to go over the finance report and raise any questions or concerns. There is no voting. The final information is then presented to the GC and that is where the action (if any) is taken. K. Shelton suggests the finance committee will meet before the GC meetings at noon.

1. Monthly Report – December, 2018 – K. Shelton presented the financial report for December. While preparing to present Ms. Shelton discovered that she had sent the wrong report to GC members, however, quickly recovered and sent out a new email containing the correct report. She moved on to discuss the following:

2 BARS – SB9 – \$8,090 used for classroom furniture, and or improvement. Up \$500 from last year.
Title I – application being corrected for this year and PED accepted \$59,228 of this fund will be used to cover salaries for 2 math teachers. C. Provencio made a motion to approve the BAR's. K. Caroe seconded the motion. All voted in favor and the BAR's were accepted.

Ms. Shelton made the rest of the report in extensive detail. Ending with the projected carryover for the end of the year at \$308,000. C. Williams made a motion to accept the finance report. K. Caroe seconded the motion. All members voted in favor and the finance report was accepted.

2. Annual Audit – the schedule for the audit has not been published at this time.
- B. Academic Report (A) – Dr. Schullo reported that we received 6 new students in the last week. Which brings our enrollment to 146 students. Dr. Schullo mentioned that we will also be hosting the traveling Anne Frank exhibit on February 8. She has invited several schools as guests to attend.
- C. By-laws Review (G) – C. Provencio spoke about the by-laws. Which by her account had been amended on February 12, 2017. She handed out copies of the by-laws for the members' perusal until next meeting. C. Williams reminded the group that there are necessary by-laws for SPED that need to be updated as well.

III. Future Business (Research/discussion/plans for long-term directions of Alma. To include modification of mission, goals, academic programs, budgets, etc.)

- A. Comprehensive Review of Policies for Compliance (G) – several policies were examined for content and clarification. Including PED documents to include Legal names and preferred names.
- B. Faculty Appreciation Event (G)
- C. Parental Involvement (G & A) – K. Caroe expressed interest in the parental involvement. She stated that before you can seek parent involvement you need to know what it is you need them for.

VI. Next Meeting Agenda Items

- A. Future Business –
 - U pdate on SPED policies
 - C larification on parent volunteers
 - T & E consideration
 - P rincipal Evaluation
- B. Current Business
- C. Past Business

VII. Adjournment

Chairman Elliott adjourned the meeting at 7:49pm

**One or the other of these three notations will appear at the end of each item, depending on who is introducing the item. Items can appear in no special order, i.e. all (A) together, etc. Just random is fine.

(A) = Administration

(F) = Finance

(G) = Governance Council



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Regular Meeting, February 18, 2019

COUNCIL MEMBERS

| Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda
- D. Approval of Minutes – January 21, 2019
- E. Announcements

II. Public Comment

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business *(Items with action needed to meet deadlines or other requirements)*

- A. Closed Executive Session – Re: Personnel Discussion (G)
- B. Report from Meeting with PEC – February 8, 2019 (A)
 1. General Observations (G & A)
 2. Corrective Action Plans – Special Education & ELL (A)
 3. Letter of Non-Compliance (A)
- C. PED Site Visit – April 8, 2019 (A)
- D. Report – Bylaws Review (G)
- E. Policies Review – Status and content (G)

IV. Past Business *(Review and routine approval/acceptance of actions taken, reports compiled, funds received/expended, audit and program results, etc.)*

- A. Monthly Financial Report (A)
 1. Finance Committee Report (G)
 2. Report to GC (A)
- B. Administrative Report (A)
 1. Academic Report
 2. Faculty/Staff Changes

III. Future Business *(Research/discussion/plans for long-term directions of Alma. To include modification of mission, goals, academic programs, budgets, etc.)*

- A. Faculty / Staff Work Session – Communications and Operations (G)
- B. Parent Involvement Plans (G)

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment

** One or the other of these three notations will appear at the end of each item, depending on who is introducing the item. (A) = Administration (F) = Finance (G) = Governance Council



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Minutes

Regular Meeting, February 18, 2019 6:00 pm

COUNCIL MEMBERS

| Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane

I. Introduction

- A. Call to Order – Chairman G.Elliott called the meeting to order at 6:13 p.m.
- B. Roll Call of Members – All Members are present
- C. Approval of Agenda – G.Crane moved to approve the agenda. C.Williams seconded the motion. Approval was unanimous.
- D. Approval of Minutes – January 21, 2019, Regular GC Meeting -- Chairman G. Elliott requested that approval of these minutes be postponed until the next meeting due to technical difficulties. G. Crane moved that the January 21, 2019, minutes be postponed to the March meeting. K. Caroe seconded. All voted in favor
- E. Announcements – G. Elliott presented a letter written by a student to Marlene Diaz, school receptionist/administrative assistant which was very complimentary of the role Marlene had played in the student's life and how she appreciated that.

II. Current Business

Due to the fact that the GC would be going into closed executive session which was listed next on the agenda and we had a guest who was going to make a presentation as the second item, G. Elliott suggested that we consider the presentation before going to closed session. With no objections, the order of the the two items was switched.

- A. Presentation of a Proposal -- Elizabeth Anichini, Program Manager from La Semilla Food Center introduced herself and the programs of her organization. She said La Semilla is a non-profit working to improve the food systems in Dona Ana County with offices located in Anthony. Among other things, they teach kids how to access healthy foods and develop healthy food habits. They have helped start 33 school gardens from Las Cruces to El Paso. They began working with J. Paul Taylor this year to help them develop a school garden. She distributed a preliminary site plan that could include Alma d'arte as a participant in a joint garden between the two schools. She explained how the produce of the garden could be used in the cafeteria as well as provide lessons for students. After Ms. Anichini answered several questions, G. Elliott said that we would need some to discuss how the program might benefit Alma students and thanked her for the information.
- B. Closed Executive Meeting – G. Elliott said that due to a pressing personnel issue, he asked for a motion to move to a closed executive session. C. Williams made the motion, second by C. Provencio. All voted in favor. Closed session began at 6:43 p.m.
- C. Return from Executive Session – At 7:39 pm, C. Provencio moved that the GC return to a public meeting. Second by C. Caroe. Unanimous vote in favor.

G. Elliott said that due to the lateness of the hour and the lengthy agenda ahead, we should adjourn now and schedule a special meeting in the near future to consider the remaining agenda items. He proposed the following Monday, February 25, at 6:00 pm. All agreed.

III. Adjournment G. Crane moved and C. Provencio seconded the motion that the meeting be adjourned. All voted in favor. Meeting adjourned at 7:52 pm.

Respectfully Submitted,
Carolyn Williams
Secretary



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Special Meeting, February 25, 2019

COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda
- D. Approval of Minutes – January 21, 2019
- E. Announcements

II. Public Comment

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business *(Items with action needed to meet deadlines or other requirements)*

- A. Report from Meeting with PEC – February 8, 2019 (A)
 1. General Observations (G & A)
 2. Letter of Non-Compliance (A)
 3. Corrective Action Plans – Special Education & ELL (A)
- B. PED Site Visit – April 8, 2019 (A)
- C. Legislative Action Re: New Charter Schools (G)
- D. Report – Bylaws Review (G)
- E. Policies Review – Status and content (G)
- F. Principal/CAO Evaluation (G)

IV. Past Business *(Review and routine approval/acceptance of actions taken, reports compiled, funds received/expended, audit and program results, etc.)*

- A. IDEA-B Application Approval (F)
- B. Monthly Financial Report (F)
 1. Finance Committee Report (G)
 2. Report to GC (F)
- C. Administrative Report (A)
 1. Academic Report (A)
 2. Faculty/Staff Changes (A)

III. Future Business *(Research/discussion/plans for long-term directions of Alma. To include modification of mission, goals, academic programs, budgets, etc.)*

- A. Faculty/Staff/GC Work Session – Communications and Operations (G)
- B. Parent Involvement Plans (G)

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment

** One or the other of these three notations will appear at the end of each item, depending on who is introducing the item. (A) = Administration (F) = Finance (G) = Governance Council



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Minutes

Special Meeting, February 25, 2019 - 6:00 pm

COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane

I. Introduction

- A. Call to Order: Chairman G. Elliott called the meeting to order at 6:11 pm.
- B. Roll Call: Present – Gene Elliott, Casilda Provencio, Godfrey Crane, Carolyn Williams (via phone) Absent – Karen Caroe. STAFF PRESENT – Dr. Holly Schullo, Principal/CAO, Kate Shelton, Business Manager
- C. Approval of Agenda – C. Provencio moved do approve the agenda. Second by C. Williams. Agenda was approved without change.
- D. Approval of Minutes: G. Crane moved to approve the minutes of the January 21, 2019, regular meeting. Second by C. Provencio. Motion approved without objection.
- E. Announcements – None

II. Public Comment – None

III. Current Business

- A. Report on Meeting with PEC, 2/8/19 – The meeting was attended by GC members G. Elliott and C. Williams, plus Principal/CAO H. Schullo, Business Manager K. Shelton and SPED Coordinator Rebecca Beidler, to describe Corrective Action Plans (CAP) for Special Education (SPED), English Language Learners (ELL) and some aspects of Finance, in response to PEC directives.

G. Elliott said that he felt that the communication could have been done by email or USPS, saving a trip to Santa Fe. The Finance CAP was approved at the January meeting. H. Schullo said there was a disconnect in communication. Response from the PED SPED Bureau was received late on Friday, February 1, 2019. PEC wanted the CAP's for SPED and ELL back to them by Monday, February 4, in time for their meeting on Friday, February 8. H. Schullo said she did not know that Alma would be on the agenda until late Sunday eveing, February 3. During the meeting, H. Schullo emailed part of the response to PED staff who duplicated it and distributed hard copies to commissioners. PEC Commissioner Caballero said that he felt the PEC should have given us a little more time.

C. Williams asked about the status of letters to parents regarding makeup SPED services for students missed at the start of the year. H. Schullo said letters are out to parents. Also, inquiries have been made on finding a trainer for special education. H. Schullo said contact has been made with Region 9 to provide a trainer, but a date is not certain. Also, CES, a services procurement company, could possibly be a source. K. Shelton reinforced that contact but said she was not completely sure they offered that training.

C. Williams asked if PEC was equally concerned with ELL and what particular part were they concerned with. C. Williams said she thought that what they (PEC) were looking for was actual actions taken and not just descriptions of what we plan to do. "Does that make sense?" G. Elliott said that it makes perfect sense but as Commissioner Caballero said, we just need a little more time. H. Schullo said the feedback from the PED Cultural Bureau was very helpful.

H. Schullo said she would circulate to the GC the PEC Letter of Non-Compliance and her response. G. Elliott said that we just needed more time because we do not have enough people to concentrate on this, do a good job and also run the school the way it needs.

G. Elliott questioned the delay in receiving the Letter of Non-Compliance, but that it did allow us a bit more time.

- B. PED Site Visit – H. Schullo reported the annual PED site visit will be Monday, April 8, 2019. She also stated that she heard that PED was short on staff so it is unclear how many persons will be on the site visit team. K. Shelton said that almost all the personnel files were up to date. Only three were left needing a few documents. She also recounted the items needed for files to be PED compliant. K. Shelton also asked if the April GC meeting could be moved from April 15 to April 8 to coincide with the site visit. After discussion, C. Provencio moved that the April GC meeting be moved to April 8. C. Williams seconded. Affirmative vote was unanimous.
- C. Legislative Action Re. Charter Schools – G. Elliott reported on a news article that stated a bill in the legislature would impose a moratorium on the start of new charter schools. C. Williams reported that Patti Gipson has attended a lot of hearings to protest the legislation. K. Shelton reported on a survey in ABQ that found 70-percent of parents did not like a limit on the number of charter schools. No action was taken.
- D. Report on Bylaws Review – G. Elliott said that his review revealed only a few very minor changes were needed -- such as correcting the number of hours required in advance of a GC meeting to notify the public from 48 hours to 72 hours. He said only a few minor single word changes were also needed. C. Provencio said her review concluded the same. G. Elliott said he would make the minor changes, then send a final copy to each member.
- E. Policies Review – Review of policies is ongoing. G. Elliott reported that he had obtained a list from attorney Patty Matthews which contained over sixty policies that could be included. Not all apply to Alma. The only list of policies provided by the Charter School Division contained six or seven that are required of new charter schools upon application. He said he would continue to review and complete a list of required policies and compare that with what we currently have.
- F. Principal/CAO Evaluation – G. Elliott said everyone should have received a copy of the faculty survey that K. Caros prepared and entered in Survey Monkey. K. Shelton reported that the final budget was due in SF in early June, so there is time to budget the Principal/CAO compensation package. After discussion, it was agreed to do the faculty survey portion of the evaluation in early April and the formal evaluation in the later part of April.

IV. Past Business

- A. IDEA-B Application Approval -- PED informed K. Shelton that the application we filed was not correct. She made the corrections and presented it to the GC for approval. She explained terms, and budgets contained in the application. C. Provencio moved approval of the IDEA-B application. G. Crane seconded the motion. The motion passed.
- B. Monthly Financial Report
 - 1. Finance Committee Report – G. Crane, treasurer and chairman of the finance committee reported that the committee met prior to the GC meeting and found the report to be in order.
 - 2. Report to the Governance Council – Business manager K. Shelton reviewed the detailed financial statements for the month of January, 2019. There being no

questions, C. Williams moved that the report be accepted. C. Provencio seconded the motion. The vote to accept the report was unanimous.

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- C. Administrative Report – H. Schullo, said that the administrative report would be preempted by a report on the birthday celebration held today at lunch for Irene Oliver Lewis. The festivities included a special lunch for a few of Irene's family and friends and a display of historic photos and memorabilia. Irene expressed her appreciation for the sentiment.

Preparations are being made for the SBA final test that will be given in the next 30-days. We have approximately 14 seniors who will be taking the test and they are ready. This year PED offered the option of paper based tests and H. Schullo responded that we would be interested in that option.

The new state test (replacement for PARCC) will be ready in late April through early May. She said she wanted Becky Beidler to prepare a Power Point presentation on test-prep for faculty and students to aid in the proper answering of questions.

She will ask faculty to increase the rigor of review efforts to all testing. In her opinion, all students need to be challenged with stronger learning activities. She will discuss with faculty at a meeting on Wednesday.

H. Schullo also reported that this following Wednesday evening, the staff will hold a FAFSA event for parents to help them learn about the process for identifying and applying for college financial aid.

She also wanted the GC to know that all Next Step Plans for students were complete. That concluded her report.

V. **Future Business**

Faculty/Staff/GC Work Session – G. Elliott presented an idea for a work session involving Faculty, Staff and the GC on the subjects of communications and operations. C. Williams questioned whether or not we could do it. G. Elliott said that it would have to be an open meeting but that he expected there would be minimal outside interest. G. Crane asked why the meeting would have to be open if it were just a meeting of internal groups. C. Provencio said that it was because if the GC attended, there would be a quorum present. G. Elliott said he would get a reading from Patty Matthews. G. Crane asked what the objective would be. C. Williams responded the it would be a great way to build understanding among all groups.

VIII. **Future Business** – No items were listed.

IX. **Adjournment** – G. Crane moved that the meeting be adjourned. Seconded by C. Provencio. All voted in favor. The meeting adjourned at 7:27 pm.

Respectfully Submitted,

Carolyn Williams
Secretary



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Regular Meeting, March 18, 2019

COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Godfrey Crane

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda
- D. Approval of Minutes – Regular Meeting 2-18-19; Special Meeting 2-25-19
- E. Announcements

II. Public Comment

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business *(Items with action needed to meet deadlines or other requirements)*

- A. Resignation of Member (G)**
- B. Disposition of Unauthorized Survey Results (G)
- C. Letter to Faculty/Staff Re: Principal/CAO Survey Status (G)
- D. New Member Recruitment (G)
- E. Confirmation of Principal/CAO Annual Evaluation Details (G)
- F. Bylaws Review and Approval (G)
- G. Policies Review Status (G)

IV. Past Business *(Review and routine approval/acceptance of actions taken, reports compiled, funds received/expended, audit and program results, etc.)*

- A. Charter Contract Renewal – Revised Schedule (A)
- B. Administrative Report (A)
 1. Academic Report
 2. Faculty/Staff News
 3. PED Site Visit Preparation/Agenda- April 8, 2019
- C. Monthly Financial Reports (F)
 1. GC Finance Committee Report (G)
 2. Business Manager's Report to GC (F)
 3. Budget Adjustment Requests (F)

III. Future Business *(Research/discussion/plans for long-term directions of Alma. To include modification of mission, goals, academic programs, budgets, etc.)*

- A. Faculty/Staff/GC Communications Work Session (G)
- B. Parent Involvement Ideas/Plans

VI. Next Meeting Agenda Items (G)

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment

** One or the other of these three notations will appear at the end of each item, depending on who is introducing the item: (A) = Administration (F) = Finance (G) = Governance Council



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Minutes

Regular Meeting, March 18, 2019 - 6:00 pm

COUNCIL MEMBERS

| Gene Elliott | Casilda Provencio | Carolyn Williams | Godfrey Crane |

I. Introduction

- A. Call to Order – Chairman G. Elliott called the meeting to order at 6:07 p.m.
- B. Roll Call of Members – PRESENT (in room): Gene Elliott, Casilda Provencio, Godfrey Crane, C. Williams delayed phone attendance. ABSENT: Karen Caroe, Resigned 3-12-19 STAFF – Dr. Holly Schullo, Principial/CAO and Kate Schelton, Business Manager
- C. Approval of Agenda – G. Crane moved approval of the agenda. Second by C. Provencio. All voted in favor.
- D. Approval of Minutes – Regular Meeting 2-18-19, Special Meeting, 2-25-19 – G. Elliott said minutes were not ready due to a delay and with no objections, they would be approved at the April regular meeting. Members had no objections.
- E. Announcements – G. Elliott introduced Diane Thomas, who has submitted a nomination form to possibly join the Governance Council. He distributed her nomination and asked that she tell a little about herself and background that would help the GC. She said that she had an extensive background as an educator and in the arts. She recently moved to Las Cruces from Arizona and felt that she could be of benefit to Alma d'arte. Several GC members asked some follow-up questions and G. Elliott thanked her for her interest. He said the GC would review her nomination data and probably vote at the April meeting.

G. Elliott also introduced Algernon d'Amassa, a reporter for the Las Cruces SUN-NEWS and thanked him for being at the meeting.

II. Public Comment – None

III. Current Business

- A. Resignation of Member – GC member Karen Caroe submitted her letter of resignation, dated March 11, 2019, to G. Elliott at the end of a brief meeting he had with her on Tuesday, March 12, 2019, when they met to discuss her unauthorized survey of the faculty for the annual Principial/CAO's evaluation.
- B. Disposition of Unauthorized Survey Results – Inasmuch as the faculty survey conducted by K. Caroe was not authorized, a question arises – "To whom do the results actually belong?". After discussion, it was decided to ask for guidance from attorney Patty Matthews before any decision was made.
- C. Letter to Faculty/Staff Re: Principial/CAO Survey Status – It was agreed that G. Elliott would send a letter on behalf of the entire GC to all faculty/staff explaining that the data gathered on this first survey will not be used in the evaluation or any other way. And, that the GC would be conducting another survey later this Spring.

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- D. New Member Recruitment – G. Elliott reminded members that with the new vacancy we would have to re-double our efforts to identify and recruit new

- members. That is especially true in light of the time of year and the July deadline for all members to have required annual training.
- E. Confirmation of Principal/CAO Annual Evaluation Details – A schedule for the evaluation in relation to budget timing and other factors was discussed. K. Shelton said that the budget process could not begin until it is known what the legislature will allocate for education and specify salary increases. After discussion, it was generally agreed that to fix a schedule would not be possible at this point due to the variables yet to be determined. And, the GC needs to formalize the contents and methods for the evaluation.
 - F. Bylaws Review and Approval – C. Provencio corrected the minor changes identified at the last meeting and sent all members an updated copy. G. Elliott asked if anyone had found any other changes. G. Crane said he found a plural term used where it should have been singular, but it did not change any meaning. He moved that the bylaws be approved. Second by C. Provencio. All voted in favor.
 - G. Policies Review Status – G. Elliott reported that the review is taking much longer than expected because of the number of possibilities and the need to compare what we have or don't have to what should be in place. He said he will continue until it is complete but didn't know just when that would be.

III. Past Business

- A. Charter Contract Renewal – H. Schullo reported that the charter contract renewal negotiation has been delayed according to the PEC. The best estimate is sometime in late April, but nothing definite has been determined.
(C. Williams joined the meeting via phone. She was delayed due to technical difficulties.)
G. Elliott asked C. Williams and G. Crane to meet with H. Schullo to discuss analyze information that may be needed for the renewal contract talks with PEC.
- B. Administrative Report –
 - 1. Academic Report – H. Schullo reported that students are currently involved in testing. We completed access testing for English learners, all on line, for 14 students. We just finished SBA for science today. She still needs to test two students but all will be complete before the window closes.
We are moving right into NMSBA, the replacement for PARCC. The staff is ready and we are just waiting for the window to open. We have a team ready for math exams also. We will be ready to go right after spring break.
They (PED) are really pushing end of course tests, even for arts and other subjects. There is a momentary drop in attendance, due to the warmer weather. But we are creating incentives for attendance. C. Williams suggested that firms like Chick-Fil-A could be approached to help by offering free meals as rewards for good attendance. When asked, a couple of students suggested recreational activities like Frisbee golf, which is being explored.
 - 2. Faculty News – H. Schullo reported that math teacher Ms. Reano has left for a position at Arrowhead HS. Her load will be assumed by a substitute until a permanent replacement is selected. One candidate just walked in and his references are being researched.
PED Site Visit Preparation/Agenda – H. Schullo said she would send the agenda to GC members. The schedule is much like last fall but this time there will be no annual financial audit and renewal evaluation to conflict with the site visit. GC members should try to attend the exit conference which is set to start at 4:00 pm.

C. Monthly Financial Report

1. GC Finance Committee Report – Committee Chairman G. Crane reported that the Finance Committee met at 5:30 pm preceding the GC meeting. He said that members asked one or two questions. Business Manager K. Shelton provided clear answers.
2. Business Manager's Report – K. Shelton presented the complete report of financial activities through the end of February with illustrated graphs and data tables. She pointed out that February would be the last month in which multiple bank accounts would be reconciled because all previous accounts have now been rolled into only one account. There were no questions about the report. C. Provencio moved that the Financial Reports for February be accepted. Second by C. Williams. A yes vote was unanimous.
3. Budget Adjustment Requests – K. Shelton described and presented two BAR's for approval. G. Crane moved that the BAR's be approved. Second by C. Provencio. Motion passed unanimously.
4. Payroll and Accounts Payable Approval – K. Shelton reminded the GC that approval payroll and accounts payable vouchers for the month of February was needed. C. Provencio moved to approve the named vouchers. Seconded by C. Williams. Motion carried without opposition.

V. **Future Business**

- A. Faculty/Staff/GC Communications Work Session – G. Elliott said that in light of the recent communication between a GC member and faculty, he felt we should revisit this idea discussed at the last meeting. C. Williams asked if the meant a new discussion or following the policy we already have. He said following the policy which clearly states methods and parameters. C. Provencio said it might be a good idea to revisit the policy and see if it needs updates. G. Elliott said he would send it to GC members for their study and evaluation.
- B. Parent Involvement Ideas/Plans -- Discussion postponed.

VI. **Next Meeting Agenda Items** – None listed.

- VII. **Adjournment** -- G. Crane moved the meeting be adjourned. Second by C. Provencio. Approval was unanimous. The meeting adjourned at 7:56 p.m.

Respectfully Submitted

Carolyn Williams
Secretary



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Regular Meeting, April 8, 2019

COUNCIL MEMBERS

| Gene Elliott | Casilda Provencio | Carolyn Williams | Godfrey Crane

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda
- D. Approval of Minutes
- E. Announcements

II. Public Comment

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business *(Items with action needed to meet deadlines or other requirements)*

- A. Review of PED Annual Site Visit (A)**
- B. Status of CAP's with PEC (A)
- C. Principal/CAO Evaluation Details (G)
- D. GC Membership (G)

IV. Past Business *(Review and routine approval/acceptance of actions taken; reports compiled, funds received/expended, audit and program results, etc.)*

- A. New Charter Contract Status(A)
- B. Administration Report (A)
 1. Student Assessment Schedule & Plans
 2. Faculty / Staff Update
 3. Student Update
- C. Monthly Financial Reports(F)
 1. GC Finance Committee Report (G)
 2. Monthly Financial Statements (F)
 3. Budget Adjustment Requests
 4. 2019-2020 Budget Plans / Schedule (F)

V. Future Business *(Research/discussion/plans for long-term directions of Alma. To include modification of mission, goals, academic programs, budgets, etc.)*

- A. CLOSED EXECUTIVE SESSION – Discussion of Personnel Matters (G)
- B. Return from Executive Session (G)

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment

** One of these three notations will appear at the end of each item, depending on who is introducing the item. Items can appear in no special order – (G) Governance Council (A) Administration (F) Finance

Minutes -- 4-8-19 Reg Mtg

Call to order 6:03 pm
All members present

Approval Agenda -- Caroly M , GodSecond

Announcements -- All City Senioxr Art Show -- took 9 of 27 prizes, B esdt of Show



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Special Meeting, April 22, 2019

COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Godfrey Crane

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda
- D. Approval of Minutes – Amend Minutes, Special Meeting, Feb 25, 2019.
- E. Announcements

II. Public Comment

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business *(Items with action needed to meet deadlines or other requirements)*

- A. Closed Executive Session – Discussion of Personnel Matters (G)**
- B. Return from Closed Executive Session (G)
- C. **Increase Active GC Positions (G)**
- D. **Election of New GC Members (G)**
- E. Report from PEC Meeting – 4-12-19 Re: CAPS for SPED and ELL (G, A)
- F. Current status of CAP's for SPED and ELL (A)
- G. New Charter Contract Negotiation (G, A)
- H. First Discussion of 2019–2020 Budget (A, F)

IV. Past Business *(Review and routine approval/acceptance of actions taken, reports compiled, funds received/expended, audit and program results, etc.)*

- A. Administrative Report (A)
 - 1. Status of 2019 Graduating Class
 - 2. Commencement Plans
- B. Faculty / Staff Changes and Projections (A)

III. Future Business *(Research/discussion/plans for long-term directions of Alma. To include modification of mission, goals, academic programs, budgets, etc.)*

- A. Appointment of Strategic Planning Committee
- B. Appointment of GC Members to Budget Committee

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment

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ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Minutes

Special Meeting, 6:00 pm, April 22, 2019

COUNCIL MEMBERS

| Gene Elliott | Casilda Provencio | Carolyn Williams | Godfrey Crane

DRAFT EXCERPT

(See Attached Agenda)

I. Introduction

- A. Call to Order – Chairman Gene Elliott called the meeting to order at 6:08 p.m.
- B. Roll Call of Members – Present: Carolyn Williams, Godfrey Crane and Gene Elliott. Absent: Casilda Provencio
- C. Approval of Agenda – C. Williams moved to approve the agenda as published. Second by G. Crane. Approval was unanimous.
- D. Approval of Minutes – G. Elliott explained that the minutes of February 25, 2019 needed to be amended to show the allocation of IDEA-B funds, to complete the process of acquiring the funds. C. Williams moved and G. Crane seconded a motion to amend the minutes to include the allocation amounts needed. Motion carried without objection.
- E. Announcements – None

II. Public Comment -- None

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business *(Items with action needed to meet deadlines or other requirements)*

- A. Closed Executive Session – G. Crane moved that the GC go into a closed Executive Session to discuss personnel matters. Seconded by C. Williams. Approval was unanimous. All persons not participating in the discussion were excused from the room.
- B. Return from Closed Session – C. Williams moved to return to open session. Second by G. Crane. Approval vote was unanimous. No business was transacted.
- C. Increase in Active GC Positions – According to the Governance Council Bylaws, membership of the Council is to be a minimum of five members and can be a maximum of nine members. Due to the receipt of several qualified nominations, increasing the number of active GC members was discussed. G. Crane moved to increase the number to six active members from the current five. C. Williams seconded the motion. Approval was unanimous.
- D. Election of New Members – G. Elliott then announced the receipt of nominations from two very viable candidates for GC membership – Dan Lere, the retired superintendent of Deming Public Schools and Stephen Aquino, retired administrator from San Jose State University. Their nomination were reviewed and each candidate's possible contribution to the Governance Council was discussed. C. Williams moved to elect both candidates to the Governance Council. Second by G. Crane. Both candidates were elected without objection.
- E. Report from 4-12-19 Meeting of the Public Education Commission (PEC) – The Alma delegation attending the meeting included Principal Holly Schullb, GC President Gene Elliott, SPED Coordinator Becky Beidler and Attorney Patty Matthews. G. Elliott reported that once again the Corrective Action Plans (CAP's) for both Special Education (SPED) and English Language Learners (ELL) did not meet the requirements set forth by the two state bureaus who administer these programs. Alma staff was directed to amend the CAP's and re-send them to Santa Fe, for approval. Changes were minor and staff said they could respond by PEC deadlines. Al expressed frustration with the lengthy process which has occurred over several months and detracted from normal school activities.



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Special Meeting, April 29, 2019

COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Godfrey Crane | Dan Lera | Stephen Aquino

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda
- D. Announcements

II. Public Comment

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business *(Items with action needed to meet deadlines or other requirements)* (A), (G), (F)**

- A. Review and Approval of K12 Accounting Services Contract (G)
- B. Discussion and Approval of Mission-Specific Goals (G)
- C. Signing and Approval of Charter Renewal Support Documents (A,G,F)
- D. Review and Approval of Charter Renewal Negotiation Worksheet Package (A,G)
- E. Comments for Presentation at Charter Renewal Negotiation (G)
- F. Closed Executive Session – Discussion of Personnel Matters (G)
- G. Return to Open Session (G)

IV. Past Business *(Review and routine approval/acceptance of actions taken, reports compiled, funds received/expended, audit and program results, etc.)*

None

V. Future Business *(Research/discussion/plans for long-term directions of Alma. To include modification of mission, goals, academic programs, budgets, etc.)*

None

VI. Next Meeting Agenda Items

None

VII. Adjournment

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ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Special Meeting, May 7, 2019

COUNCIL MEMBERS

Gene Elliott | Casilda Provencia | Carolyn Williams | Godfrey Crane | Stephen Aquino

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda
- D. Announcements

II. Public Comment

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business *(Items with action needed to meet deadlines or other requirements)*

- A. Charter Contract Negotiation Report (A, G)
- B. Communication and Status with PEC Re; SPED & ELL CAPs (A)
- C. 2019–2020 Budget Preliminaries (A)

IV. Past Business *(Review and routine approval/acceptance of actions taken, reports compiled, funds received/expended, audit and program results, etc.)*

- A. Lease Assistance Application (F)
- B. Graduation Status (F)
- C. Commencement Plans (A)

III. Future Business *(Research/discussion/plans for long-term directions of Alma: To include modification of mission, goals, academic programs, budgets, etc.)*

- A. Closed Executive Session Re: Personnel Matters (G)
- B. Return From Closed Session (G)
- C. Personal Services Contract (G)

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment

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Special Meeting – May 7, 2019

I. Introduction

A. Call to Order – GC President G. Elliott called the meeting to order at 6:07 p.m.

B. Roll Call of Members – All members are present except G. Crane who was absent. (See Announcements below.)

C. Approval of the Agenda – C. Provencio moved, C. Williams seconded a motion to approve the agenda as published. Motion carried unanimously.

D. Announcements – G. Elliott announced that he had received a letter of resignation from new GC member Dan Lere dated May 3, 2019, and effective immediately.

II. Public Comment – None

III. Current Business

A. Charter Contract Negotiation Report – Both H. Schullo and G. Elliott, who attended the negotiation session on Friday, May 3, 2019, felt that the negotiation went well and would end in approval of our charter for another three years. Only a few minor changes were made in the content of the contract dealing mostly with times and terms. One major change to the original application was approved: eliminating the mission-specific goal of complete arts integration of the program. The other goal of college and career readiness was eliminated because it is assumed that that is the ultimate purpose of the school. The contract will be considered by the PEC at their May 10, 2019, with notification to us shortly thereafter. We must approve it at our May 20, 2019, Regular meeting and return it to PEC for approval at their June meeting.

B. Status with PEC Re: SPED and ELL CAPS -- Our last attempt for in-person approval of these CAPs at the April PEC meeting resulted in their

table of the issue until the May meeting on the tenth. Meantime, Alma staff has modified and edited the CAPs and returned them to Santa Fe. Everyone is hoping that this will be the final round of changes.

C. 1019-2020 Budget Preliminaries – Business manager Kate Shelton was not at the meeting but sent a message that she and the budget committee will meet between now and the May 20 GC meeting to consider in more detail all the factors affecting the new budget. In addition to the loss of 20-percent of the small school allotment due to legislative action, a key factor will be the enrolment from 2018-2019 that is used for the allocation of SEG funds. How much revenue will be lost if enrollment decline is yet to be determined. The new budget is required to be filed with PED by June 10, 2019.

IV. Past Business

A. Lease Assistance Application – K. Shelton sent the application for lease assistance to the GC for signatures. G. Elliott circulated the application and all members signed where needed.

B. Graduation Status -- H. Schullo reported that the data provided at the last meeting is still valid. All seniors but two are expected to receive diplomas on May 23.

C. Commencement Plans -- The staff commencement committee has been working to prepare for the big event. All should be done in time for the ceremony, which is unique to Alma.

V. Future Business

A. Closed Executive Session Regarding Personnel Matters – C. Provencio moved that the GC move into a closed executive session to discuss timely personnel matters. C. Williams seconded the motion. The motion passed unanimously with the new member abstaining.

B. Return from Closed Executive Session – C. Williams moved that the GC return to open public session from the closed executive session where personnel matters were discussed and no action was taken. C. Provencio seconded the motion. Approval was unanimous.

C. Personal Services Contract – Dan Lere presented the GC with a proposed personal services contract whereby he would serve the GC as an objective operations evaluator with specific objectives related to personnel effectiveness.

Under the contract, he would provide up to twenty hours a week of on-site observation and opinion of administrative procedures at the rate of \$60.00 per hour. The contract will terminate on June 30, 2019.

- VI. Next Meeting Agenda Items – None
- VII. Adjournment – C. Williams moved to adjourn the meeting, Second by C. Provencio. Motion was approved. The meeting adjourned at 7:53 p.p.

Respectfully Submitted,



ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Regular Meeting, 6:00pm, May 20, 2019

COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Karen Caroe | Stephen Aquino

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda
- D. Approval of Minutes
- E. Announcements

II. Public Comment *(NOTE: 3-minutes per speaker, 30-minutes total for all speakers.)*

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business *(Items with action needed to meet deadlines or other requirements)*

- A. Approval of 2019-2022 Charter Renewal Contract (A & G)**
- B. Report from PEC Meeting, Friday May 10, 2019 (A)
- C. Status of CAP's for SPED and ELL (A)
- D. Approval of 2019-2020 IDEA-B Application (F)
- E. Approval of 2019-2020 School Calendar (F)
- F. Approval of 2019-2020 Salary Schedule (F)
- E. Report On Graduation (A)

IV. Past Business *(Review and routine approval/acceptance of actions taken; reports compiled; funds received/expended; audit and program results, etc.)*

- A. Monthly Financial Report (F)
 1. GC Budget Committee Report
 2. Budget Adjustment Requests
 3. Financial Statements Report as of April 30, 2019
 4. Payroll and Accounts Payable Payment Vouchers
- B. Administrative Report (A)
 1. End of Year Testing
 2. Graduation Results
 3. Senior Honors Night / Commencement Details
 4. Other

III. Future Business *(Research/discussion/plans for long-term directions of Alma. To include modification of mission/ goals, academic programs, budgets, etc.)*

Preliminary Discussion of 2019-2020 Budget and Timeline (F)

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment**

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ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Regular Meeting, June 17, 2019, 6:00 p.m.

COUNCIL MEMBERS

| Gene Elliott | Casilda Provencio | Carolyn Williams | Godfrey Crane | Stephen Aquino

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda
- D. Approval of Minutes
- E. Announcements

II. Public Comment (Three minutes per speaker, 30-minutes total for all speakers. No action will be taken.)

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business (Items with action needed to meet deadlines or other requirements)

- A. Report from PEC Meeting – Fri, 6/14/19 (G&A)**
- B. Status of CAP's for SPED & ELL (A)
- C. Report on Collective Bargaining Session (G)
- D. Student Recruitment Task Group (G)
- E. Proposed Surveys – Faculty, Students, Parents (G)
- F. Closed Executive Session – Personnel Matters (G)
- G. Return From Executive Session (G)
- H. Approval of Principal/CAO 2019-2020 Contract (G)

IV. Past Business (Review and routine approval/acceptance of actions taken, reports compiled, funds received/expended, audit and program results, etc.)

- A. Monthly Administrative Report (A)
 1. End of Year Summary
 2. New Assessment Protocols/Programs
 3. Faculty/Staff Changes
 4. Planning for 2019-2020
- B. Monthly Financial Report (F)
 1. Review of Cash / Funding Status
 2. BAR's Approval
 3. Financial Statements as of 5/30/19
4. Payroll and Accounts Payable Vouchers

V. Future Business (Research/discussion/plans for long-term directions of Alma. To include modification of mission, goals, academic programs, budgets, etc.)

- A. Strategic Planning (G)
- B. Parent Involvement (G)
- C. GC Advisory Committee (G)

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment

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ALMA D'ARTE CHARTER HIGH SCHOOL

Governance Council Agenda

Special Meeting, June 28, 2019, 6:00 p.m.

COUNCIL MEMBERS

| Gene Elliott | Casilda Provencio | Carolyn Williams | Godfrey Crane | Stephen Aquino |

I. Introduction

- A. Call to Order
- B. Roll Call of Members
- C. Approval of Agenda
- D. Approval of Minutes
- E. Announcements

II. Public Comment (Three minutes per speaker, 30-minutes total for all speakers. No action will be taken.)

ALL ITEMS BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION

III. Current Business (Items with action needed to meet deadlines or other requirements)

- A. PEC Notice of Breach (A&G)**
- B. Report on Collective Bargaining Session (G)
- C. Student Recruitment Task Group (G)
- E. Survey Plans – Faculty, Students, Parents (G)
- F. Closed Executive Session – Personnel Matters (G)
- G. Return From Executive Session (G)
- H. Principal/CAO 2019-2020 Contract (G)

IV. Past Business (Review and routine approval/acceptance of actions taken, reports compiled, funds received/expended, audit and program results, etc.)

- A. Monthly Administrative Report (A)
 1. Faculty/Staff Changes
 2. Staffing Plans for 2019-20
- B. Monthly Financial Report (F)
 1. Monthly Financial Statements – 5/31/19
 2. BAR's Approval
 3. Payroll and Accounts Payable Vouchers
 4. Business Staff Changes

V. Future Business (Research/discussion/plans for long-term directions of Alma. To include modification of mission, goals, academic programs, budgets, etc.)

- A. Strategic Planning Committee Members
- B. Parent Involvement (G)

VI. Next Meeting Agenda Items

- A. Future Business
- B. Current Business
- C. Past Business

VII. Adjournment**

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