



# La Academia Dolores Huerta

A Dual Language Charter Middle School

1480 N. Main Street

Las Cruces, NM 88001

Phone: 575/526-2984 Fax: 575/523-5407

## REGULAR GOVERNING COUNCIL MEETING MINUTES

---

Meeting Date: 04/04/2013

Meeting Location: LADH

Approval: DRAFT

### CALL TO ORDER AT 6:02 PM

### ROLL CALL AND ESTABLISHED QUORUM

Members Present: Robert del Plain, Bertha Silva, Norma Martinez Arrieta, John Vasquez, and Saul Hernandez

Absent: Eva Telles

### AGENDA

- **Motion to approve proposed agenda by Norma Arrieta**
  - Motion seconded by John Vasquez
  - Approved in the unanimous
  
- **Motion to postpone approval of meeting minutes from March 7<sup>th</sup> by Bertha Silva**
  - Motion seconded by Saul Hernandez
  - Approved in the unanimous
  
- **Public Input**
  - None
  
- **Principal's Report**
  - Mr. Casillas was absent due to attendance at the New Mexico Association of School Business Officials in Albuquerque, NM
  - Written report was provided (see attached)
  - Robert del Plain highlighted homework for GC - to answer question 7a & 7b of attached letter as written response to Mr. Casillas by April 12, 2013.
  - Robert del Plain reported things are going well at LADH. Mr. Casillas is getting everything in order for his administrator's license. There are (3) parts required including: teaching experience; state exam; portfolio. Mr. Casillas only lacks portfolio which was accidentally deleted and so he is having to start from scratch. Although this was supposed to be done in October 2012; Robert del Plain is confident this will be taken care of soon.
  
- **Financial Report**
  - Gina sent in an email earlier in the week (see attached)
  - Robert del Plain asked if everyone had received email from Gina and reported things look ok.

- Robert del Plain noted the (-) amount in Title I funds and explained this is normal as funding is always behind in getting to LADH.
  - Robert del Plain talked to Gina previously and reported that LADH is on track to have \$80,000 cash balance at the end of the year which is our goal. That is the least amount needed for start up at the beginning of each year.
- **Discussion of Committees**
    - Policies/Legislation/State Statutes
      - Robert del Plain: nothing to report
    - Evaluation Committee
      - Robert del Plain conducted walk through at LADH and reported all is well. He will be sitting down with Mr. Casillas to do mid-year review and licensure
    - Facilities Committee
      - John Vasquez: nothing to report
    - Community Relations Committee:
      - Norma Martinez Arrieta has been working with Mr. Casillas & NMSU ENLACE Program to possibly implement a new class at LADH next Fall.
    - Finance Committee:
      - Robert del Plain is reviewing expenses; bank account statements and randomly selected expenses. All transactions appear ordinary and essential.
- **Discussion of Governing Council Officer positions**
    - Robert del Plain discussed open positions: President; Vice President; Secretary/Treasurer
    - Robert del Plain explained that this will be his 3<sup>rd</sup> year serving at the beginning of the year. Rule was changed to maintain a President. Better to wait until the beginning of the school year in September for Presidential election. For the meantime, it would be good idea to fill the two vacant positions: Vice President & Secretary/Treasurer.
    - John Vasquez explained he will have to recuse himself from serving in an officer position of the governing council. Is currently serving as school bank officer and does not want to create any perceived conflicts of interest.
    - Robert del Plain suggested during the next governing council meeting in Ma to discuss this topic further. Would like everyone to just think about their role for the governing council as an officer or on a committee.
    - Robert del Plain briefly discussed goals/responsibilities of GC Committees:
      - Policies: looks at the laws being passed and the current laws and political. For example: getting LADH on the bond election in 2015.
      - Evaluation: Works with GC's only employee- Mr. Casillas. GC is responsible for evaluation of Mr. Casillas throughout the year.
        - Saul Hernandez asked if we have something we can use to evaluate Mr. Casillas?
        - Robert del Plain said there was; and he will email document list of evaluation criteria to all GC members. Example (1): Within 3 years – any student who has completed all 3 years at LADH will go directly to Spanish 2 in High School. Example (2): Within a couple of years performing groups will be performing at nationally recognized events.
        - Robert del Plain stressed importance of as a committee we need to be strong in our evaluations and make sure we keep our expectations high. NM noted this should be included in our re-chartering application as part of LADH's "special sauce."

- Facilities: Robert del Plain asked if John Vasquez would think of serving as Chair of Facilities committee. John Vasquez agreed to serve as chair.
- Finance: Robert del Plain asked if Bertha Silva would think about serving on the Finance & Audit committee.

- **Discussion of Monday's Charter School Meeting**

- Robert del Plain explained we will discuss use of Court Youth Center (CYC) for LADH. Currently CYC is being leased to the City of LC who in turn leased it to Court Youth Center who in turns leases it to Alma d'Arte. LCPS has offered LADH the property verbally outright for 2M. Herb Torres at LCPS has been given responsibility by Stan Rounds to have a plan in place by June 2013 of how to go about disposing of that property. Deal between LCPS and LADH in the past has never been quite right.
- Robert del Plain explained by law, LADH has until the year 2015 to be in a private/public building. We might want to work our own plans into seeing how we can work with what LCPS offers on Monday.
- Saul Hernandez asked how many buildings are there in the LCPS plan? Robert del Plain explained there are (3) buildings and gave a brief explanation of all (3) buildings: Alma d'Arte, La Academia Dolores Huerta, and J. Paul Taylor.
- Saul Hernandez asked if there is something we are looking for? Robert del Plain replied he likes location of CYC. Current square footage of LADH is 13,000 total. A location with 20,000sq ft would be good 25,000 sq ft would be great.
- Robert del Plain explained the State of NM gives so much money per year to LADH ~ \$80,000 or \$90,000 per year for the facilities.
- Saul Hernandez noted the special sauce could be the building – a good facility would give the students a positive outlook on the direction the LADH is going.
- Robert del Plain encouraged attendance to the meeting with LCPS by as many GC members as possible: Early College High School Cafeteria – April 8<sup>th</sup> at 6:30pm

- **Motion to adjourn proposed by John Vasquez**

- Motion seconded by Bertha Silva
- Approved in the unanimous

**MEETING ADJOURNED AT 6:44 PM**

**NEXT LADH GOVERNING COUNCIL MEETING**

May 2, 2013 at 6:00 pm

Minutes Taken By: Norma Martinez Arrieta