



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

Tuesday, December 9, 2014, 5:30 pm

1) Call to Order

Ms. Norma Martinez Arrieta, President, called the meeting to order at 5:35 pm and asked for a roll call.

2) Roll call and establish quorum

Ms. Jennifer Allen, Member: Present

Ms. Norma Martinez Arrieta, Chair: Present

Mr. Robert del Plain, Member: Present

Dr. Spencer Herrera, Vice-Chair: Present

Ms. Elena Hinderlich, Member: Present (late)

Ms. Patty Montoya, Sec/Treasurer: Present

Totals: Present (6); Absent (0). Let the record show that a quorum of members is present and this meeting has been posted in accordance with the Open Meetings Act.

Administration/Staff Present: Mr. Octavio Casillas, Principal; Ms. Mirna Rodriguez, Business Specialist; Ms. Corinne Teller, Business Manager

Public Present: Bonnie Rios, Jose Rios, Clara Lopez, Karina Carillo

3) Approval of Agenda

Ms. Martinez Arrieta initiated discussion of any needed agenda revisions with governing council members.

Mr. del Plain motioned to approve the agenda with the following amendments: add, under New Business (no actions taken) Ms. Diana Diaz's Research Request and move, agenda item #12 ATM Award to before Action Items. The motioned was seconded by Dr. Herrera. Total votes: (6) in favor (0) opposed. Motion was passed unanimously.

4) Open forum-Public Input*

Public comments and observations regarding education policy and governance issues, as well as the strategic planning, are heard at this time. Time limit per presenter may be imposed by Chair.

Mr. Casillas explained to present public how and when public comments and observations are appropriate. He encouraged anyone who had signed in for public-input to voice their opinions/concerns, but there was no public comment at this time.

ACTION ITEMS

5) Approval of consent agenda items:

- a. Approval of November 6, 2014 regular meeting minutes

Motion to approve consent agenda was made by Mr. del Plain and seconded by Ms. Allen.
Total votes: (6) in favor (0) opposed. Motion was approved unanimously.

6) Business Manager's Report & Approval of BARs

Ms. Teller provided a general report to council members that La Academia Dolores Huerta (LADH) is currently in good financial standing. Cash report submitted by Ms. Teller as of November 30, 2014 reflected a fund balance of: \$243,561.73. Ms. Teller advised members she is now registered for the Chief Procurement Officer training course that is scheduled for the second week in January. She has purchased the required textbooks and training materials and is scheduled to take the actual certification exam in February.

Ms. Teller provided an update regarding the Public Education Department (PED) audit report. She stated that the PED would be throwing out all audits that were prepared for FY 2014 by Moss Adams, LLC due to possible fraudulent practices within the consulting firm this past year. The PED will schedule a new audit for LADH once it has acquired a new consulting firm to conduct the audit. Although the PED has discussed the possibility of assisting schools to pay the \$8,000 to \$12,000 fee associated with conducting a new audit, there is a strong possibility that LADH may have to cover the audit fee.

Ms. Teller presented four (4) Budget Adjustment Requests (BARs) for approval (see attached):

- 1000 Maintenance BAR: Ref. Doc ID 560-000-1415-0022-M
- 2000 Maintenance BAR: Ref. Doc ID 560-000-1415-0023-M
- 11000 Transfer BAR: Ref. Doc ID 560-000-1415-0024-T
- 24101 Transfer BAR: Ref. Doc ID 560-000-1415-0021-T

Ms. Teller stated she would provide members with a brief training on how to read the BARs and would provide members the forms three (3) days in advance of the next governing council meeting. On a side note, Ms. Teller stated that she is still reading through the policies discussed at the previous governing council meeting and would provide an update at the January meeting.

Motion to approve BARs was made by Mr. del Plain and seconded by Dr. Herrera. Total votes: (6) in favor (0) opposed. Motion was approved unanimously.

7) Approval of separation of Treasurer and Secretary Governing Council positions

Council members held a brief discussion in regards to separation of Secretary/Treasurer position into two separate positions. This requires making amendments to the following articles in the bylaws: *Article III (3), Article V (1), Article VI (3a-3f)*. Ms. Martinez Arrieta mentioned that initially the council was made up of only 3-5 members and is now made up of 7-9 members. A brief discussion was held on the Treasurer duties. If approved, the separation of positions would begin at the next governing council meeting.

Motion to approve separation of Treasurer and Secretary Governing Council positions was made by Mr. del Plain and seconded by Dr. Herrera. Total votes: (6) in favor (0) opposed. Motion was approved unanimously.

8) Approval of appointment of Jennifer Allen as Governing Council Treasurer

Ms. Martinez Arrieta addressed the council with a brief statement of Ms. Allen's work experience and background in the finance/banking industry. She asked if anyone opposed the appointment of Ms. Allen as the governing council Treasurer effective at the next governing council meeting. There was no opposition.

The motion to approve the appointment Ms. Allen as the governing council treasurer was made by Dr. Herrera and seconded by Ms. Montoya. Total votes: (6) in favor (0) opposed. Motion was approved unanimously.

NEW BUSINESS: DISCUSSION ITEMS ONLY – NO ACTION WILL BE TAKEN

9) Governing Council recruitment

Ms. Martinez Arrieta would like to recruit additional council members to try to create a 7-9 member governing council. She asked members if they would be interested in serving on a recruiting committee. Mr. Casillas agreed and would extend an invitation to the parents by placing an announcement on the marquee and sending a notice with students when they returned in January. Interested parents should contact Mr. Casillas.

10) Principal's Report

Mr. Casillas provided council members with principal's report (see attached) The report included the memo from Mr. Hipoto "Paul" Aguilar, Deputy Secretary, Finance and Operations regarding Moss Adams, LLC, withdrawal as PED's auditor and a revised design plan for the new building that was provided at the Facility Steering Committee meeting held in November. Mr. Casillas provided a brief summary of the upcoming events listed on his attached report. Two events not listed on the report include a 7th Grade class trip to NMSU on December 10 at 8:30 am and the LADH Aztec Basketball Team Championship Pep Rally that was held on December 9. He invited all members to attend the championship game which is scheduled for December 10 at 7:45 pm at Meerscheidt Recreation Center.

Ms. Hinderlich reminded Mr. Casillas of the Hispanic Chamber of Commerce awards that were held at Dona Ana Community College. When Ms. Hinderlich asked if any pictures would be posted to the LADH Facebook webpage, Mr. Casillas stated that he would make sure the students would be acknowledged.

Dr. Herrera congratulated Mr. Casillas and the LADH faculty on their great traffic control during this time of construction. Mr. Casillas stated that Sandoval Construction has been a tremendous help as well and appreciated their willingness to work with the traffic.

11) Closed Session: To discuss Year 2 of Principal's Contract

Motion to convene into closed session was made by Ms. Allen and seconded by Ms. Hinderlich. Motion was approved in the unanimous. Members convened into closed session at 6:55 p.m.

No action was taken during closed session.

Motion to reconvene from closed session was made by Ms. Allen and seconded by Dr. Herrera. Motion was approved in the unanimous. Members reconvened from closed session at 8:23 p.m.

12) ATM Award

Ms. Martinez Arrieta and Mr. Casillas presented the Average to Mighty (ATM) Award and movie passes to Allen Theaters to award recipient, Matthew Rios. Mr. Casillas, Ms. Rodriguez, and governing council members congratulated Matthew on his achievements.

13) Adjourn

Motion to adjourn was made by Mr. del Plain and seconded by Dr. Herrera. Motion was approved in the unanimous.

Meeting was adjourned at 8:25 pm.

*Any individual attending a board meeting may sign in to participate in the Public Input section of the Agenda, if any. Such persons may speak on any item after the individual is recognized by the President of the Board and introduces himself/herself at the podium. The Governing Council of La Academia Dolores Huerta will not take action on any item presented under Public Input, until an opportunity to do so is afforded. La Academia Dolores Huerta will provide an interpreter for the Hearing Impaired and simultaneous Spanish translation upon request. Requests should be submitted to the chancellor's office three days prior to the meeting.