



Dolores Huerta

“A Dual Language Charter Middle School”

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REGULAR GOVERNING COUNCIL MEETING MINUTES

Thursday, January 8, 2015, 6:00 pm

1) Call to Order

Ms. Norma Martinez Arrieta, President, called the meeting to order at 6:09 pm and asked for a roll call.

2) Roll call and establish quorum

Ms. Jennifer Allen, Treasurer: Present

Ms. Norma Martinez Arrieta, Chair: Present

Mr. Robert del Plain, Member: Present (left early)

Dr. Spencer Herrera, Vice-Chair: Present

Ms. Elena Hinderlich, Member: Present (arrived late)

Ms. Patty Montoya, Secretary: 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 (via telephone)

Public Present: None

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 as is with no revisions which was seconded by Ms. Allen. 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.

No public was present to provide input.

ACTION ITEMS

5) Approval of consent agenda items:

a. Regular Governing Council Meeting Minutes, December 9, 2014

b. Special Governing Council Meeting Minutes, December 16, 2014

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

6) Approval of Diana Diaz Research Project

Ms. Norma Martinez Arrieta invited Ms. Diaz to provide a brief summary of what her research project entailed and how it would impact LADH.

Ms. Diaz explained that she is currently working on an Ed.S (Educational Specialist) degree in Psychology and is required to conduct a research project that is in reference to her degree. She provided a Powerpoint presentation with her proposal that included all the details for the project. Ms. Diaz stated she would like to conduct research at LADH since it has a primarily Latino-based community of parents and teachers. Her topic is entitled “Teachers Perceptions of Latino/a Parental Involvement in the Development of their Children’s Education”. Ms. Diaz primary question and investigation will be find out whether teachers have the ability to impact a student’s educational success in the Latino community, and if so, is LADH different from a regular middle school. She will also be conducting research at a second local middle school in order to create a comparison between the two. The IRB is currently pending approval from NMSU as Ms. Diaz is still acquiring permission from the governing body at the second middle school. Ms. Diaz advised council members that she would not be conducting research on actual LADH students, only with LADH teachers who are willing to participate. Mr. Casillas advised council members that he is in favor of Ms. Diaz conducting research at LADH as he believe any data she can provide him can only benefit the school.

Dr. Herrera asked Ms. Diaz how she was going to manage who had access certain data and how she planned on balancing the information? Ms. Diaz advised that in her experience, it is up the researcher to decide what information is actually shared and stated that she has actually considered publication with approval and proper releases on file.

Ms. Allen asked Ms. Diaz how long she planned on conducting this research to which Ms. Diaz responded that since she is only attending school part-time, she thinks it would a few years. Ms. Diaz stated that collecting the data should not take too long. Ms. Diaz reiterated that she would not be conducting research on actual LADH students; only teachers would be involved. She stated she would be comparing information and responses of veteran teachers to those of new teachers.

Ms. Diaz stated once she has received approval from both schools, she would then need to acquire approval from NMSU in order to begin her research. Ms. Montoya asked Ms. Diaz if she could provide the governing council with updates as she progressed through her project. Ms. Diaz agreed to keep the governing council updated.

Motion to approve Ms. Diana Diaz’s research project with only the teachers (not students) of LADH with approval of the IRB from NMSU was made Mr. del Plain and seconded by Ms. Allen. Motion was approved unanimously. Total votes: (6) in favor (0) opposed.

7) Approval of ACES Training for GC Members

Ms. Martinez Arrieta directed members to review handout entitled, “ACES Cadre Member Scope of Work,” that entailed the proposed ACES training for council members. Dr. Bruce Hegwer agreed to honor the prices from the previous training. The training would consist of five (5) hours of training approved for certification by the NM Coalition for Charter Schools at a date, time, and location agreed upon by LADH GC members and Dr. Hegwer. Training would include five hours of presentation @ \$80 per hour and travel expenses from Albuquerque to Las Cruces, 456 miles (roundtrip) @ \$0.40 per

mile and 6 hours of driving time at \$30 per hour for a total of \$862.40 of fees and expenses.

Ms. Martinez Arrieta advised members who have already met their 5-hour required training, may elect not to attend the training, but strongly encouraged everyone to attend if possible. She will send out a Doodle poll to find out what date and time works best for members.

Motion to approve proposed contract by Dr. Bruce Hegwer for ACES Training of LADH GC members was made by Ms. Montoya and seconded by Mr. del Plain. Motion was approved unanimously.

8) Business Manager's Report & Approval of BARs

Ms. Teller advised members that the budget is currently a little tight, but we are financially stable. She further stated that she did not have any BARs that needed to be approved today. The one's that she does have can wait for approval until the next regular council meeting. Ms. Teller mentioned she had not heard from the PED as to when they would be conducting the new audit.

No actions were taken at this time.

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

9) Committee Reports & Member Assignments

Ms. Martinez Arrieta initiated a discussion of committee roles and responsibilities. She mentioned that as a council we should really only be meeting to discuss and approve/disapprove action items rather than doing actual work. Members who are on committees should be reporting from their committee meetings the work they have achieved, etc.

a. Finance & Audit Committee – Report of Meeting in October 2014

Ms. Martinez Arrieta invited committee members to provide a report from the meeting in October. Ms. Allen stated that she was not at that meeting and had nothing to report. She stated she would check with Ms. Teller and acquire the details of the previous meeting. Ms. Arrieta advised Jennifer that as Treasurer she should be presiding over the next meeting, which is scheduled for 10 am on January 12, 2014 at LADH. All are required to attend quarterly meetings.

Current members who comprise the Finance & Audit Committee include Jennifer Allen (Treasurer), Robert del Plain (GC Member), Octavio Casillas (Principal), Manuel Olivas (current parent), Corinne Teller (Business Manager), and Mirna Rodriguez (Business Specialist)

b. New Building Steering Committee

Mr. Casillas stated that Mr. Ray Chavez has resigned as President of the LADH Foundation.

Current members who comprise the New Building Steering Committee include Octavio Casillas (Principal), Corinne Teller (Business Manager), Robert Soriano (LADH Foundation), Christopher Adams (LADH Foundation), Norma Martinez Arrieta (GC President), Spencer Herrera (GC Vice-President), Anna Carrera (LADH Teacher), Julia Barraza (current parent), and Bill Davis (Architect)

c. Recruitment Committee

Ms. Martinez Arrieta advised members that the optimum number of GC members that should be on the council is nine, anything below means we are not in compliance. This committee

would follow up with interested parents and members of the community.

Ms. Martinez Arrieta will head this committee up for the time being until we can add additional members.

d. Community Relations Committee

Ms. Martinez Arrieta explained that she would like for this committee to get the word out to parents, members of the community, and legislators of how great LADH is and the advantages to attending and supporting this school. She thought it might be a good idea if the person who heads this committee up, could put together a quarterly newsletter to highlight LADH events.

Ms. Elena Hinderlich volunteered to head this committee.

e. Policy Committee

This committee will review policies currently in place and revise, update, correct, and bring to the GC for review and approval. This committee will also initiate any missing policies that we are required to have in place and bring to the GC for review and approval.

Mr. del Plain volunteered to head this committee. Ms. Montoya also volunteered and Mr. Casillas will also be a part of this committee.

f. Evaluation: Both for Principal and GC

Ms. Martinez Arrieta and Dr. Spencer Herrera will be serving on this committee. Mr. Casillas pointed out that the committee should also have a parent and a teacher on the committee as well. Ms. Martinez Arrieta will look at two parents as possible candidates and a teacher to recruit to the committee.

10) Principal's Report

Mr. Casillas provided council members with principal's report (see attached). To clarify a few things on the report:

Under the heading "Monthly Highlights" and subheading Academic, Mr. Casillas mentioned that we will be having a visit from the CSD that can potentially provide us with a savings of about \$5,000 if we can keep the grant from ALD4ALL. This funding provides professional development for our teachers. Under the heading "Other News", Mr. Casillas clarified that the Legislative Education Study Committee (LESC) is considering cutting funding to the small sized school grant that means we will lose approximately \$221,100/\$1,340 per student. He is planning on preparing to gather public input and a petition in support of keeping the grant prior to the LESC meeting and the legislative session.

11) Closed Session: To Discuss Any Personnel Issues

An invitation was made to Mr. Casillas to enter into closed with the council. A motion to enter into closed session was made by Mr. del Plain and seconded by Ms. Allen. Motion was approved unanimously. Members convened into closed session at 7:11 pm.

No action was taken during closed session.

Motion to reconvene from closed session was made by Ms. Montoya and seconded by Ms. Allen. Motion was approved unanimously. Members reconvened from closed session at 7:56 p.m.

12) Adjourn

Motion to adjourn was made by Ms. Allen and seconded by Ms. Hinderlich. Motion was approved unanimously.

Meeting was adjourned at 8:14 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.