

 D o lo r e s H u e r t a

“A Dual Language Charter Middle School”

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SPECIAL GOVERNING COUNCIL MEETING AGENDA

Tuesday, July 11, 2017 at 4:00 pm at NMSU Breland Hall 173A

1) **Call to order:** @ 4:02 p.m.

2) **Roll call and establish quorum:**

**Present:** Dr. Spencer Herrera, Chair; Elena Hinderlich, Vice Chair; Clara Lopez, Secretary; Steve Pereira, Treasurer; Carmen Gallegos-Marrujo; Sarah Ramos

3) **Approval of agenda:** C.Gallegos-Marrujo motioned to approve agenda as written, seconded byS. Ramos. Agenda approved unanimously by all members present.

4) **Approval of July 3, 2017 meeting minutes:** C. Gallegos-Marrujo motioned to approve special

meeting minutes, seconded by S. Ramos. Minutes approved unanimously by all members present.

5) **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.*

Dr. Herrera thanked everyone for attending today’s meeting. He explained that the reason to schedule an early meeting allows more time for discussion of important issues. The last meeting, requested by Mr. Casillas, GC members left after 9:00 p.m. and Dr. Herrera left close to 10:00 p.m. Dr. Herrera mentioned that it would be nice if people would attend and be involved in more meetings. He gave a brief description of the role of the GC and the bylaws that were put in place, in accordance with the state that the GC has to follow. He gave an example that if there were to be changes to the curriculum, it would have to go to the GC. Also, the evaluation of the administrator of the school is solely the responsibility of the GC, not a shared responsibility. He wanted those in attendance to know a little about each GC member. Each GC member, beginning with Dr. Herrera, was allowed time to introduce themselves, give a brief description of their role in the GC and why they became a member. Some GC members addressed the public in both the English language and the Spanish language. With the exception of E.Hinderlich who works in the medical field, all GC members are involved or have been involved in the education field. After all GC members spoke, Dr. Herrera encouraged and invited parents to become a member of the GC. He commended teachers of LADH, said he thinks highly of them. Dr. Herrera spoke of his daughter’s experience at the school and all the help she received there. He explained the delay on his response to e-mails, which he takes seriously, is due to waiting for feedback from GC members on the e-mail sent. Dr. Herrera briefly described the role and purpose of an attorney for a school and the risks GC takes if things are done wrong, such as being sued. Dr. Herrera encouraged everyone to work together to hire an Interim Principal from within the school. He initiated public input not public dialogue and asked that each speaker can stand where they were, clearly state their first and last name, and allowed a time limit of two minutes per speaker; he refers to “Roberts Rule.” C. Marrujo-Gallegos was the time keeper and explained that she would raise her hand when they had one-minute left. The following are the names of the people who spoke, their role in the school community, and are listed in speaking order: Chris Bardey-teacher, Magdalena Campos-parent, Eva Pacheco Hernandez-parent, Elaine Palma-parent, Ruth Tacobo-parent, Monica Garcia Tellez-parent, Olga Moreno-parent, Julia Barraza-parent, Aide Olivas-parent, Maria Ramirez-parent, Dianna Hernandez-parent, Yaney Chavez-teacher, Virginia Gallegos-teacher, Cynthia Hernandez-parent, Maria Hernandez-parent, Andy Duran-teacher, Raquel Arreola-parent, Chris Bardey-teacher, Rene Salazar-teacher, Eva Pacheco-parent. Translation was provided upon request. Public input consisted of wanting Mr. Casillas to continue as Principal of LADH, questioning of why his contract was cancelled (not renewed), some confusion of what was happening at the school and wanted clarification. Some parents spoke of their child’s good experiences at LADH, the motivation and support they have received from the staff and from Mr. Casillas. One person who did not want to speak, gave Dr. Herrera a collection of paperwork consisting of support for Mr. Casillas. Some teachers spoke of the school community, their experience at LADH, their concerns of job security, uncertainty of the school, discontent and distrust with GC members, increase of student enrollment and staff, supporting words for Mr. Casillas and the staff, the positive things that go on at LADH, and the impact of losing Mr. Casillas as the Principal of LADH. One teacher questioned the GC’s use of a consultant who offered free services. One parent questioned the agenda referring to the position of an Interim Principal. Dr. Herrera responded that everything that we’ve done is through the consultation of the attorney and sometimes we are not allowed to speak about it. Dr. Herrera transitioned to discussing Non-Action items.

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

6) **Cash out of annual leave of former principal Octavio Casillas:** Dr. Herrera referred to Juliette Sanchez (LADH Business Manager) that Mr. Casillas requested a payout of his annual leave which is a substantial amount. GC must follow procedures and law; have contacted legal advice. Cannot vote on this yet; not an action item. This was not on his original contract and not in the employee manual.

ACTION ITEMS

7) **Approval of Mathews/Fox as 2017-18 school attorney:** Mattew/Fox who has been providing services for several years and it is time to renew the contract. E. Hinderlich motioned to approve Mathews/Fox as 2017-2018 school attorney, seconded by S. Pereira. Motion passes unanimously by all GC members.

8) **Approval of BAR, move $500 from GC travel to attorney fees:** Dr. Herrera explained that there is money set aside for GC members for Professional Development (PD). Usually GC members attend PD locally so there is no need to travel. S. Ramos motioned to approve BAR, move $500 from GC travel to attorney fees, seconded by S. Pereira. Motion passes unanimously by all GC members.

9) **Approval of LADH Student Recruitment Ad Hoc Committee with Elena Hinderlich as chair:**The goal is to have 180 students enrolled at LADH. E. Hinderlich will chair committee, market andpossibly put information on a flyer to recruit new students. C. Gallegos-Marrujo motioned to approve LADH Student Recruitment Ad Hoc Committee with Elena Hinderlich as chair, seconded by S. Ramos. Motion passes unanimously by all GC members.

10) **Approval of PSCOC Project Closeout Certification:** Dr. Herrera stated that Mr. Davis wants to continue working LADH. We don’t want to lose the money we have invested in the school. We will continue to work with him to acquire a facility. Dr. Herrera will sign the paperwork for Mr. Davis to continue his work with the school. C. Gallegos-Marrujo motioned to approve PSCOC Project Closeout Certification, seconded by S. Pereira. Motion passes unanimously by all GC members.

11) **Approval of GC candidate Dr. Michelle Saenz-Adames:** Dr. Michelle Saenz-Adames gave a brief introduction of herself. She spoke of her experiences of working in the educational field, working with students and their parents, and working in the communities. She currently works at NMSU in student support services**?** C. Gallegos-Marrujo motioned to approve GC candidate Dr. Michelle Saenz-Adames, seconded by E. Hinderlich. Motion passes unanimously by all GC members.

12) **Approval of GC candidate Maríaelena de la Rosa:** Maríaelena de la Rosa introduced herself and gave a brief account of her experience growing up. She spoke of her involvement in working with students. She is a Librarian at NMSU. C. Gallegos-Marrujo motioned to approve GC candidate Maríaelena de la Rosa, seconded by S. Pereira. Motion passes unanimously by all GC members.

13) **Approval of GC candidate Dr. Michael Gutiérrez:** Dr. Michael Gutiérrez introduced himself and spoke of his personal education experiences. He is a Librarian and has some experiences in education, and a lot of experience with diverse populations. C. Gallegos-Marrujo motioned to approve GC candidate Dr. Michael Gutiérrez, seconded by S. Pereira. Motion passes

unanimously by all GC members.

14) **Approval of GC parental candidates (2) recruitment/interview committee of Steve Pereira and Carmen Gallegos-Marrujo with Sarah Ramos as alternate.** Dr. Herrera mentioned the need for two parents to become GC members, part of the bylaws. Interviewers will be C. Gallegos-Marrujo and S. Pereira with S. Ramos as alternate. C. Lopez motioned to approve GC parental candidates (2) recruitment/interview committee of Steve Pereira and Carmen Gallegos-Marrujo with Sarah Ramos as alternate, seconded by E. Hinderlich. Motion passes unanimously by all GC members.

15) **Approval of LADH Interim Head Administrator and Provisional Principal License:**

Dr. Herrera briefly discussed the process of hiring a permanent Head Administrator. He reiterated, “It is the sole responsibility of the GC.” The qualifications to hire an Interim Administrator were taken into consideration and consisted of someone who was professional, remained neutral, and someone who was already part of the school. In the hiring of a permanent Head Administrator, everyone would be included to create a committee; staff, parents, two GC members. This is a process that takes time. There is a limited time frame right now to hire an Interim Administrator. There was a person in attendance that was qualified to take the role as Interim Head Administrator. GC would offer this person a six-month interim contract that can be renewed for another six months if a principal is not hired by then. Melissa Miranda was named as the person that was qualified. Dr. Herrera asked her to come forward and talk about her candidacy. Dr. Herrera wanted to make clear that GC had asked Ms. Miranda if she was interested in the position. He reiterated that she did not come to GC for the position. Interruption by a lady that had a question. Dr. Herrera reminded her that there was no public input at this time. The lady proceeded in raising her voice and continued to ask a question. Her question was not answered and the meeting continued. Melissa Miranda spoke briefly to everyone letting them know she will do the best that she can and that she was there for the students. Dr. Herrera mentioned that Melissa Miranda was highly qualified. There was a need to go to closed session to discuss personal issues. Dr. Herrera encouraged people to stick around to hear the results of the vote. C.Gallegos-Marrujo motioned to go to closed session, seconded by S. Ramos. Motion passes unanimously by all GC members to go to closed session at 5:53 p.m.

**Open Session** at 7:15 p.m. Contract as mentioned for Melissa Miranda for Interim Head Administrator for six months. Ms. Miranda has fulfilled five requirements for the state and is highly qualified for the position. C. Gallegos-Marrujo motioned to approve of LADH Interim Head Administrator and Provisional Principal License, seconded by S. Ramos. Approved unanimously by all GC members.

16) **Adjourn to closed session:** C. Gallegos-Marrujo motioned to adjourn to closed session, seconded by S. Pereira at 7:19 p.m. All GC members voted unanimously to adjourn to closed session.

**To discuss personnel matters relating to any individual employee, including hiring, promotion, demotion, dismissal, resignation, or investigation of complaints or charges against an employee. [10-15-1(H)(2) NMSA 1978]**

*\*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 governing council three days prior to the meeting.*