



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

Thursday, November 12, 2015 at 6:00pm

1) Call to Order

Dr. Spencer Herrera, Chair, called the meeting to order at 6:02 pm and asked for a roll call.

Ms. Jennifer Allen, Treasurer: Present

Ms. Elena Hinderlich, Vice-Chair: Present

Dr. Spencer Herrera, Chair: Present

Ms. Clara Lopez, Member, Absent

Ms. Norma Martinez-Arrieta, Member: Present

Ms. Patty Montoya, Secretary: Present

2) Roll Call and Establish Quorum

Totals: Present (5); Absent (1). 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: Dr. Octavio Casillas, Head Administrator; Mirna Rodriguez, Business Specialist; Julie Sanchez, Business Manager; Jose Tena, LADH Teacher

Public Present: None

3) Approval of Agenda

Dr. Herrera initiated discussion of needed agenda revisions. No revisions were noted.

Ms. Martinez-Arrieta motioned to approve the agenda and was seconded by Ms. Hinderlich.

Total votes: (5) in favor, (0) opposed. Motion was approved in the unanimous.

4) Approval of Consent Agenda Items

Approval of October 15, 2015 Regular Meeting Minutes

Dr. Herrera initiated review of above noted minutes. One revision noted was that the Approval of Meeting Minutes showed an October 15, 2015 date, but should be corrected to reflect an October 1, 2015.

Motion to approve October 15, 2015 Regular Meeting Minutes with above noted corrections was made by Ms. Martinez-Arrieta and seconded by Ms. Allen. Total votes: (5) in favor, (0) opposed. Motion was approved in the unanimous.

5) Open Forum-Public Input*

No public present to provide input.

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

6) Principal's Report

Dr. Casillas provided a Principal's Report (see attached). Please note following highlights:

- **Upcoming Events**
 - Baseball team to begin practice: Dr. Casillas clarified the team is currently only an all-boys team, but will soon implement an all-girls team. The school is currently seeking a coach.
- **Community Collaborations**
 - ENLACE: LADH will be performing for the 3rd year in a row. We have become an integral part of the program. They will be performing at the East Mesa Campus of Doña Ana Community College.
 - Jardin de los Niños: Four LADH student approached Dr. Casillas with an idea that involved giving back to the community. Students will be preparing shoeboxes that contain pencils, coloring books, crayons, and various items that will serve as a gift for the children who currently reside at Jardin de los Niños.
- **Monthly Highlights**
 - National Association for Bilingual Education Conference (NABE) in 2018 has requested and have booked three years in advance LADH students to perform during their conference.
- **Other News**
 - Our students did very well on the PARCC: Dr. Casillas mentioned that as soon as he receives the complete set of scores he will share with the council.
 - Dr. Casillas and Mr. Tena will be taking a business trip to Mexico City from November 19 through November 23 to acquire authentic and the best quality uniforms for the Balet Folklorico class. They provided the council with a cost analysis report of the various quotes acquired from several different vendors (see attached). It is apparent that the most cost effective option would be to purchase the uniforms directly from vendors in Mexico City. The estimate includes the cost of transportation and lodging.
 - Ms. Allen requested from Dr. Casillas that he encourage LADH teachers to provide the governing council with their nominations for Student of the Month and Mighty Azteca awards as soon as possible.

7) Business Manager's Report

Ms. Sanchez provided the council with September and October actual expenditure and revenue roll-up reports. We are currently financially fit with an ending budget amount of \$352,000 at the end of the 1st quarter.

8) Committee Reports

- **Facilities Acquisition Committee** – Dr. Casillas stated he would be meeting with the staff at the Doña Ana County zoning department in January 2016 to be better informed on the process for submitting a special-use permit to build a school on the land we have been discussing. He advised members he would like to schedule a trip, possibly before a future governing council meeting so that all GC members are familiar with the site. Ms. Allen asked Mr. Casillas if we needed to gather any crime rate statistical data prior to submitting any paperwork. Mr. Casillas stated it was required.

ACTION ITEMS

9) **Approval of 1st Quarter Cash Report**

Ms. Sanchez advised council members that Ms. Allen, Treasurer, had already reviewed the 1st Quarter Cash Report. Ms. Allen confirmed she had already reviewed/audited the 1st Quarter Cash Report and found no financial errors.

Motion to approve the 1st Quarter Cash Report ending September 30, 2015 was made by Ms. Allen and seconded by Ms. Hinderlich. Total votes: (5) in favor, (0) opposed. Motion was approved in the unanimous.

10) **Approval of BARs**

Ms. Sanchez presented the following BARs and the supporting documentation (see attached) for approval:

DOC. ID: 16-04 – Transportation Initial Allocation - \$127,237.00

DOC. ID: 16-05 – Kellogg Initial Budget - \$5,000.00

DOC. ID: 16-06 – Initial Budget Dollar General Grant - \$4,000.00

DOC. ID: 16-07 – Budget Authority for Activity Account - \$30,000

DOC. ID: 16-08 – Budget Authority for Food Services

Motion to approve the above noted BARs (DOC. IDs: 16-04 to 16-08) was made by Ms. Montoya and seconded by Ms. Allen. Total votes: (5) in favor, (0) opposed. Motion was approved in the unanimous.

11) **Closed Session for:** *Discussion of personally identifiable information about an individual student(s). Section 10-15-1(H)(4).*

Dr. Herrera extended a special invitation to Ms. Sanchez to convene into closed session with the governing council. Motion to convene into closed session was made by Ms. Hinderlich and seconded by Ms. Allen. Total votes: (5) in favor, (0) opposed. Motion was approved in the unanimous. Members convened into closed session at 8:13 pm.

A special invitation was extended to Dr. Casillas to enter into closed with governing council at 8:30 pm.

No action was taken during closed session.

Motion to reconvene from closed session was made by Ms. Allen and seconded by Ms. Hinderlich. Total votes: (5) in favor, (0) opposed. Motion was approved in the unanimous. Members reconvened from closed session at 9:03 pm.

12) **Adjourn**

Motion to adjourn meeting was made by Ms. Montoya and seconded by Ms. Allen. Total votes: (5) in favor, (0) opposed. Motion was approved in the unanimous.

Respectfully submitted by:

Patty G. Montoya
GC Secretary

Approval Date: _____