**La Academia de Esperanza Charter School**

**Albuquerque, New Mexico**

**Governing Council Committee Meeting Minutes**

Mission of La Academia de Esperanza

LADE strives to open the hearts and minds of children to life’s possibilities, while supporting their self-determination in the least restrictive environment. We focus on educating and meeting the individual needs of each of our students. La Academia de Esperanza provides quality academic and vocational learning for students, ages 11 to 18, in preparation for their roles as socially responsible individuals, within a community-based, ethnically and culturally-sensitive educational environment.

2020-2021 School Year GC Notice Posted on: 7/2/2020 at Alamosa Center and La Academia De Esperanza

Date: 7/16/2020 Time: 4:07 pm VIA ZOOM

Council Members Present: Kay Wade, Laura Braun, Richard Malcolm, John Watts and Melissa McLaney

Council Members Absent:

Additional Participants: Margaret Callahan, Amanda Velarde, Lee Farris, Jama Sullivan, Kelly Callahan, Veronica Perez

Director of Education: Steve Wood

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| TOPIC | | DISCUSSION/STATEMENT | ACTION PLAN | TIME LOG | RESPONSIBLE PARTY |
| I | INTRODUCTIONS |  |  |  |  |
|  | A. Call to Order  Roll call for ZOOM  Meeting  B. Adoption of the Agenda  **ACTION**  C. Approval of Minutes  **ACTION** | A. 4:07 pm  Kay Wade  John Watts  Melissa McLaney  Laura Braun  Richard Malcolm  Veronica Perez  Kelly Callahan  Margaret Callahan  Steve Wood  Lee Farris  Jama Sullivan  Amanda Velarde  B. Moved by Melissa McLaney and seconded by Kay Wade that the amended agenda be adopted. The motion carried with five in favor and zero against.  Roll Call:  Melissa McLaney……..Yea  Richard Malcolm………Yea  Laura Braun……..……..Yea  Kay Wade…………..….Yea  John Watts…………….Yea  C. Moved by Kay Wade and seconded by Richard Malcolm that the minutes be approved. The motion carried with five in favor and zero against.  Roll Call:  Melissa McLaney……Yea  Richard Malcolm…….Yea  Laura Braun…………Yea  Kay Wade…………...Yea  John Watts…………….Yea | Motion Approved Unanimously  Motion Approved Unanimously | 7/16/2020  7/16/2020  7/16/2020  7/16/2020 | Meeting called to order by Lee Farris  Governing Council Committee  Governing Council Committee |
| II | Director of Education Report |  |  |  |  |
|  | A. Status Report  B. Enrollment  C. Hiring of Staff  **ACTION** | A. Steve Wood has been trying to contact Larry Rieder (landlord) with no response about the flooding in the parking lot and HVAC repairs, which are his responsibility according to the lease. Larry has not returned texts, calls or responded to emails.  Section 3: The Amendment to the Lease states within 60 days HVAC units are to be individually inspected. They have not been inspected. A registered letter needs to be sent to Larry, highlighting Sec. 3. If there is no response, another letter needs to be sent stating LADE will take care of the improvement needs and the cost will be billed back to Larry. Kay Wade will draft the letter. The letter will go out at the beginning of the week. Margaret will read the original lease to see if there’s any recourse if the landlord does not respond.  Margaret will also investigate the property across the street from LADE as a possible future site for LADE.  B. Enrollment: See attached  APS is bringing students in to schools after Labor Day. LADE plans to start August 12 with students at 50% capacity. Teachers will return to school on August 5. Students will be divided into Groups A and B. Class sizes will be 10 students per room. Even with a stay at home order, special needs students can attend school with a 5:1 ratio.  Melissa Mclaney asked how LADE is going to step up cleaning. Steve Wood is producing a protocol, researching contractors to come in and sanitize. Masks will be provided for all students. There will be handwashing breaks. There will be sanitizer in every room. There will be n drinking fountains. Students must carry their own water bottle and water bottles will be provided.  LADE won the STEMY award. The video is available on KOB.com  C. New Teacher Hire  Steve Wood’s son, Kyle Wood is a Level I special education teacher. He needs to be hired by the governing board because of nepotism policies. Kyle is also very technical savvy and will be an asset to the school as it relies more heavily on on-line learning.  John Watts recommended that LADE have a personnel committee and bring to the Governing Council the proposal of hiring personnel in the future. Kelly Callahan suggested the Board look at the bylaws to see if subcommittees exist. If they don’t the bylaws will have to be amended to include subcommittees.  Josh Abrams would be Kyle’s supervisor. Lee Farris and Brooke Paas would mentor Kyle.  Moved by Laura Braun and seconded by Kay Wade that Kyle Wood be hired as a teacher at LADE. The motion carried with five in favor and zero against.  Roll Call:  Melissa McLaney……Yea  Richard Malcolm…….Yea  Laura Braun…………Yea  Kay Wade…………...Yea  John Watts…………….Yea | Presentation  and Discussion  Presentation and Discussion  Presentation and Discussion  Presentation and Discussion  Motion Approved Unanimously | 7/16/2020  7/16/2020  7/16/2020  7/16/2020  7/16/2020 | Steve Wood  Margaret Callahan  Steve Wood  Steve Wood  Governing Council Committee |
| III | BUSINESS MANAGER |  |  |  |  |
|  | A. Financial Report  B. BARS  C. Disbursements  **ACTION**  D. Policies  E. Updated Salary Schedule  **ACTION** | A. Financial Report (see attached  B. BARS—none  C. Disbursements  Moved by Laura Braun and seconded by Richard Malcolm that the disbursements be approved. The motion carried with five in favor and zero against.  Roll Call:  Melissa McLaney……Yea  Richard Malcolm…….Yea  Laura Braun…………Yea  Kay Wade…………...Yea  John Watts…………….Yea  D. Policies – none  E. Updated Salary Schedule – the salary schedule has been updated to keep it a base level for entry level hires.  Moved by Laura Braun and seconded by Richard Malcolm that the updated salary schedule be approved. The motion carried with five in favor and zero against.  Roll Call:  Melissa McLaney……Yea  Richard Malcolm…….Yea  Laura Braun…………Yea  Kay Wade…………...Yea  John Watts…………….Yea  SEG will be adjusted at a later date. A new calendar has to be submitted to PED. PD has mandated 10 extra school days be added. | Presentation and Discussion  Presentation and Discussion  Presentation and Discussion | 7/16/2020  7/16/2020  7/16/2020 | Jama Sullivan  Jama Sullivan  Jama Sullivan |
| V | BOARD TRAINING |  |  |  |  |
|  | A. Board Training | No Board Training |  |  |  |
| VI | CONSIDERATION FOR APPROVAL TO ADJOURN TO CLOSED SESSION PURSUANT TO THE  OPEN MEETINGS ACT NMSA 1978 (§ 10-15-1 (H)(2) LIMITED PERSONNEL MATTERS) | | | | |
| VII | EXECUTIVE SESSION, pursuant to Open Meetings Act, Section 10-15-1(H) NMSA, 1978 | Executive session not necessary |  |  |  |
| VIII | RECONVENE TO OPEN SESSION |  |  |  |  |
| VIII | STATEMENT OF CLOSURE |  |  |  |  |
|  | A. Adjournment | A. 5:48pm  Moved by Richard Malcolm and seconded by Melissa McLaney that the meeting be adjourned. The motion carried with five in favor and zero against.  Roll Call:  Melissa McLaney…...Yea  Laura Braun……..…..Yea  Richarcd Malcolm…...Yea  Kay Wade…………….Yea  John Watts……………Yea |  | 7/16/2020 |  |
| Minute Taker \_\_Veronica Perez\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Draft : July 24, 2020  Committee Chairperson \_\_\_\_\_\_\_\_\_\_ Date of Approval: \_\_\_\_\_\_\_\_  Handouts: 7/16/2020 Governing Council Agenda, June Minutes, June Bank Statement, June Account Summary Report, June Disbursements, Updated Salary Schedule, Status Report | | | | | |