



7311 Glenrio Rd. NW
Albuquerque, NM 87121
Phone: 505.764.5500
Fax: 505.764.5501
Email: admin@ladecharter.org
Website : www.ladecharter.org

Posted: 8/22/2024

GOVERNING COUNCIL MEETING MINUTES

Meeting Date: Thursday, August 15, 2024

Time: 4:00 p.m.

Location: Zoom Meeting*

Meeting ID: 964 8349 4709

Password: lade

Link: <https://zoom.us/j/96483494709?pwd=NTJRYk5ubVBQRVYrVmlwd3JWdStWdz09>

*Zoom link is also accessible from the homepage of our website

AGENDA

- I. Call to Order
- II. Roll Call
- III. Public Comment*
- IV. Approval of Agenda
ACTION
- V. Approval of July Minutes
ACTION
- VI. Charter Renewal
- VII. Finance Committee/Business Manager
 - a. Financial Report
 - b. Disbursements
ACTION
 - c. BARS
ACTION
 - d. FY24 Lease Assistance Application
ACTION
 - e. Audit Committee Update
- VIII. Head Administrator's Report
 - a. Financial Framework
 - b. Organizational Framework
 - c. Academic Performance Framework
- IX. Policies
 - a. SY2024-25 OMA Resolution
ACTION
 - b. Follow up on SB 137 Policy
 - c. Additional Policies
ACTION

If you are an individual with a disability who needs a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Adam Giron at 505.764.5500 or mrg@ladecharter.org at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats.



7311 Glenrio Rd. NW
Albuquerque, NM 87121
Phone: 505.764.5500
Fax: 505.764.5501
Email: admin@ladecharter.org
Website : www.ladecharter.org

- X. Current Business
 - a. Finalize Mission/Vision Statement**ACTION**
- XI. Board Development
- XII. Consideration for Approval to Adjourn to Closed Session
Pursuant to the Open Meetings Act NMSA 1978 (§ 10-15-1 (H)(2)) for the Purpose of Discussing Limited Personnel Matters
ACTION
- XIII. Adjournment
ACTION



7311 Glenrio Rd. NW
Albuquerque, NM 87121
Phone: 505.764.5500
Fax: 505.764.5501
Email: admin@ladecharter.org
Website : www.ladecharter.org

MINUTES

I. Call to Order

Richard Malcolm called the meeting to order at 4:06 PM.

II. Roll Call

Council Members in Attendance (via online platform):

- Laura Braun, President
- Patti Morrison, Vice President
- Richard Malcolm, Secretary
- Susan Albright, Board Member
- Xian Bass, Board Member
- Mathias Rodriguez, Board Member

Guests:

- Adam Giron, Head Administrator
- Dan Hill, School Attorney
- Julia Martinez, Admin Assistant
- Kimberly Gonzales, Axiom Analytics Representative
- Leighan Collins, Minutes
- Sam Gonzales, Charter Renewal Consultant (joined at ~4:30 PM)
- Brooke Paas, Special Ed Coordinator (joined at ~4:40 PM)

Council Members Absent:

- Melissa McLaney, Treasurer

III. Public Comment

None

IV. Approval of Agenda

- V. Patti Morrison motioned to approve the meeting agenda with minor adjustment for a typo in section IX. *Policies a. SY2024-25 OMA Resolution* and Susan Albright seconded motion. Unanimous agreement to approve the agenda as amended.

VI. Approval of July Minutes

Laura Braun motioned to approve the minutes from last month's meeting and Patti Morrison seconded. All members approved.



7311 Glenrio Rd. NW
Albuquerque, NM 87121
Phone: 505.764.5500
Fax: 505.764.5501
Email: admin@ladecharter.org
Website : www.ladecharter.org

VII. Charter Renewal

Sam Gonzales will be meeting with admin team next week. We are waiting for letter of approval from 3 more entities. Application is due on October 1st. Admin team is planning to have it completed by mid-September, so the council can review it before next month's meeting.

VIII. Finance Committee/Business Manager

a. Financial Report

Finance Committee met recently. Adam Giron provided the following updates:

- We were reimbursed in full for roof expenses
- Team is establishing new reports for Axiom
- Finance committee is requesting to move next month's board meeting from Sept 19th to Sept 26th due to a scheduling conflict. All members in support.
- Kimberly Gonzales from Axiom shared FY25 Forecast document.

b. Disbursements

Kimberly Gonzales shared disbursements with the board.

Laura Braun motioned to approve disbursements from July and Richard Malcolm seconded. None opposed.

c. BARS

- i. 001-061-2425-0001-I

Richard Malcolm motioned to approve the BAR. Laura Braun seconded motion. All in favor.

d. FY24 Lease Assistance Application

Kimberly Gonzales reported that the Lease Assistance Application was submitted. She thanked the board for their prompt responses and signatures.

Laura Braun motioned to attest that the council has approved, signed, and submitted the Lease Assistance Application.

e. Audit Committee Update

Adam Giron reported that the audit committee met, and they have now acquired parent members and a third-party member to join the committee.



7311 Glenrio Rd. NW
Albuquerque, NM 87121
Phone: 505.764.5500
Fax: 505.764.5501
Email: admin@ladecharter.org
www.ladecharter.org

IX. Head Administrator's Report

Adam Giron reviewed the monthly HA report. He provided updates on enrollment, special ed, and building report.

See attached documents for full HA report.

- Adam is working with engineers to plan electrical upgrades on portables – cost will be approximately \$60,000
- Requesting estimates for fencing on the west side of the property to enclose the area used by students.
- Requesting bids for lighting updates in the Auditorium and TMZ room.

a. Financial Framework

- Admin is meeting with Kimberly from Axiom multiple times per week regarding business management office transition.
- There are many new processes being put in place, and no issues to report as of now.
- Julia Martinez is now officially the school's Certified Procurement Officer CPO.

b. Organizational Framework

We have hired 8 new employees this year and we are continuing to recruit for 2 math teachers, a social studies teacher, a SPED teacher, and an educational assistant.

c. Academic Performance Framework

- Continued work on Advisory, which we call "Tiger Time", to strengthen SEL efforts as well as Academic Performance and Post-Secondary Pathways
- Continued work on LADE graduate profile – team meets twice a week to work on the document and capstone projects
- Final number for 2023/24 graduation was 78
- Average attendance for the first week of school has been 90.2%



7311 Glenrio Rd. NW
Albuquerque, NM 87121
Phone: 505.764.5500
Fax: 505.764.5501
Email: admin@ladecharter.org
www.ladecharter.org

X. Policies

a. SY2024-25 OMA Resolution

Laura Braun provided an overview of the resolution, which is reviewed and re-approved annually per OMA requirements.

Laura Braun motioned to approve the resolution and Richard Malcolm seconded. None opposed.

b. Follow up on SB 137 Policy

Dan Hill noted that a statement regarding the webcasting requirement was added to the LADE OMA Resolution.

c. Additional Policies

Laura Braun stated that all policies have been updated and posted. The next policy committee meeting is coming up, and they plan to use the time to organize and plan.

No action needed.

XI. Current Business

a. Finalize Mission/Vision Statements

Richard Malcolm motioned to approve following mission and vision statements to be included in the charter renewal application:

Mission: *La Academia de Esperanza strives to foster academic and personal growth through cultivating creativity, adaptability, relationship building, and a culture of belonging.*

Vision: *La Academia de Esperanza provides an engaging educational environment that empowers students to expand into their fullest life potential.*

Laura Braun seconded motion. All members unanimously approved.

XIV. Board Development

Kelly Callahan is not in attendance, but she sent a report to the council that contains training hours for the year.

XV. Consideration for Approval to Adjourn to Closed Session

a. Pursuant to the Open Meetings Act NMSA 1978 (§ 10-15-1 (H)(2)) for the Purpose of Discussing Limited Personnel Matters

Closed session not needed.



7311 Glenrio Rd. NW
Albuquerque, NM 87121
Phone: 505.764.5500
Fax: 505.764.5501
Email: admin@ladecharter.org
www.ladecharter.org

XVI. Adjournment

Richard Malcolm motioned to adjourn at 5:12 PM. Laura Braun seconded.
None opposed.

Next Meeting: Special Session

Thursday, September 26th, 2024 | 4:00 PM via Zoom

Additional Agenda Items for Next Meeting:

- Charter Renewal Process – standing item
- Executive Session for Limited Personnel Matters



LADE

Jul-24

| Vendor Name | Payment Date | Payment Source | Payment Method | Reporting Currency | Payment Total (Reporting) |
|---|--------------|----------------|----------------|--------------------|---------------------------|
| NMPSIA | 7/8/2024 | Platform | ACH | USD | \$ 32,473.36 |
| RHC | 7/8/2024 | Platform | ACH | USD | \$ 10,755.87 |
| Albuquerque Bernalillo County Water Utility A | 7/25/2024 | Platform | Check | USD | \$ 1,699.77 |
| Albuquerque Publishing Company | 7/25/2024 | Platform | ACH | USD | \$ 180.87 |
| CenturyLink | 7/25/2024 | Platform | ACH | USD | \$ 164.58 |
| Home Depot Credit Services | 7/25/2024 | Platform | Check | USD | \$ 2,132.26 |
| Joshua Abrams | 7/25/2024 | Platform | Check | USD | \$ 29.95 |
| LDD Consulting Inc | 7/25/2024 | Platform | Check | USD | \$ 4,662.20 |
| Mineral Tree Inc | 7/25/2024 | Platform | ACH | USD | \$ 2,500.00 |
| NMPSIA - Risk | 7/25/2024 | Platform | ACH | USD | \$ 65,278.00 |
| Unite Private Networks | 7/25/2024 | Platform | Check | USD | \$ 509.85 |
| Total | | | | | \$ 120,386.71 |

ACH

| Vendor Name | Payment Date | Payment Source | Payment Method | Reporting Currency | Payment Total (Reporting) |
|---|--------------|----------------|----------------|--------------------|---------------------------|
| Check 144101(CES) Roof | 7/8/2024 | Wells Fargo | ACH | USD | \$ 555,192.19 |
| Check 14409 (Stalwart Construction) | 7/8/2024 | Wells Fargo | ACH | USD | \$ 9,220.00 |
| ERB Payment | 7/10/2024 | Wells Fargo | ACH | USD | \$ 94,482.70 |
| Payroll Liability to NMTRD TAX_REV_WKC_ECKS TRD PMNT 240726 | 7/31/2024 | Wells Fargo | ACH | USD | \$ 141.90 |
| July 7/31 Payroll ACH ORIGINATION - LA ACADEMIA DE | 7/31/2024 | Wells Fargo | ACH | USD | \$ 692.50 |
| Payroll Liability to NMTRD TAX_REV_WWT_ECKS TRD PMNT 240708 | 7/31/2024 | Wells Fargo | ACH | USD | \$ 883.91 |
| July Payroll 7/31 ACH ORIGINATION - LA ACADEMIA DE | 7/31/2024 | Wells Fargo | ACH | USD | \$ 2,635.30 |
| July Payroll 7/31 ACH ORIGINATION - LA ACADEMIA DE | 7/31/2024 | Wells Fargo | ACH | USD | \$ 55,287.15 |
| July Payroll 7/15 ACH ORIGINATION - LA ACADEMIA DE | 7/31/2024 | Wells Fargo | ACH | USD | \$ 57,652.51 |
| Total | | | | | \$ 776,188.16 |

Payroll

| Vendor Name | Payment Date | Payment Source | Payment Method | Reporting Currency | Payment Total (Reporting) |
|--------------------|--------------|----------------|----------------|--------------------|---------------------------|
| 7/15 Payroll | 7/15/2024 | Wells Fargo | ACH | USD | \$ - |
| 7/15 Payroll Taxes | 7/15/2024 | Wells Fargo | ACH | USD | \$ - |
| 7/31 Payroll | 7/31/2024 | Wells Fargo | ACH | USD | \$ - |
| 7/31 Payroll Taxes | 7/31/2024 | Wells Fargo | ACH | USD | \$ - |
| Total | | | | | \$ - |
| Grand Total | | | | | \$ 896,574.87 |



**La Academia de Esperanza
July 2024 Receipts**

| Fund | Amount | Memo |
|-----------------------|---------------------|--|
| 11000 | 265,071.83 | 11000 SEG APS PAYMENTS |
| 11000 | 9,220.00 | 14409 REVERSAL OF FY24 OUTSTANDING CHECK |
| 11000 | 230.04 | 14410 REVERSAL OF FY24 OUTSTANDING CHECK |
| 11000 | 555,192.19 | 14411 REVERSAL OF FY24 OUTSTANDING CHECK |
| 11000 | 855.24 | 14412 REVERSAL OF FY24 OUTSTANDING CHECK |
| 11000 | 692.50 | 14413 REVERSAL OF FY24 OUTSTANDING CHECK |
| 11000 | 26.35 | Bank Deposit 7-15: Lumen; Vendor Credit |
| 11000 | 150.00 | Bank Deposit 7-25: Cap and Gown Fee |
| 11000 | 1,000.00 | Bank Deposit 7-5: Newsoul Church Check 11555 |
| 21100 | 2,339.75 | USDA May 2024-State USDA May |
| 24101 | 22,025.30 | Bank Deposit 7-23: 001-061-2324-24101-0010 Title I Part A - ESEA |
| 24101 | 14,177.31 | Bank Deposit 7-3: 001-061-2324-24101-0009 Title I Part A - ESEA |
| 24106 | 5,692.85 | Bank Deposit 7-23: 001-061-2324-24106-0009 Entitlement IDEA-B |
| 26107 | 234,200.00 | Bank Deposit 7-29: REC 9 Ed Fellows |
| 27583 | 24,646.34 | 001-061-2324-27583-0001 27583 Behavioral health |
| 31200 | 50,771.00 | FY24 QTR 4 FY24 QTR 4 |
| 31600 | 4,895.09 | BERNALILLO JUNE 2024 SB-9 |
| 31600 | 13.21 | SANDOVAL COUNTY ACH Paymen 1389122 JUNE 2024 DIST APS SB-9 |
| 31701 | 2,392.76 | BERNALILLO JUNE 2024 HB-33 |
| 31701 | 25.99 | SANDOVAL COUNTY ACH Paymen 1388383 JUNE 2024 DIST APS HB-33 |
| Total Receipts | 1,193,617.75 | |

Must submit backup for all BARs, except transfers of funds for SEG or direct grants

STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 Don Gaspar Santa Fe, NM 87501-2786
Budget Adjustment Request

Doc. ID: 001-061-2425-0001-I

Fund Type: Flowthrough

Adjustment Type: Increase

Fiscal Year: 2024-2025

Entity Name: La Academia de Esperanza

Adjustment Changes Intent/Scope of Program Yes or No?: No

Contact: Deb Anyaibe, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-903-4814

Email: Deb.A@AxiomAnalytics.org

| | |
|---|----------------|
| FLOWTHROUGH ONLY | |
| Budget Period: 07/01/2024 | To: 06/30/2025 |
| A. Approved Carryover: | |
| B. Total Current Year Allocation: 20,087 | |
| D. Total Funding Available: 20,087 | |

Revenue 21100.0000.43203 \$20,087.00

| Fund | Function | Object | Program | Location | Job Class | Present Budget | Adj Amt Exp | Adj Budget | ADD'L FTE |
|-------|-------------------------------|----------------------|-----------------|---------------------------------|-------------------|----------------------|-------------|-------------|-----------|
| 21100 | 3100 Food Services Operations | 53414 Other Services | 0000 No Program | 001061 La Academia de Esperanza | 0000 No Job Class | | \$20,087.00 | \$20,087.00 | |
| | | | | | | Sub Total | \$20,087.00 | | |
| | | | | | | Indirect Cost | | | |
| | | | | | | DOC. TOTAL | \$20,087.00 | | |

Justification:

FY25 Allocation

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.



PRINCIPAL REPORT FOR SCHOOL BOARD MEETING

TO: La Academia De Esperanza Charter School

FROM: Adam Giron, La Academia De Esperanza Charter School Principal

DATE: August 2024

Enrollment 2023-2024 (Cap - 251) - 219 (87%) 64 (26%) new to our school.
Special Education students - 66 (30% of population) Students served - 80 day was 254
- 120 day 248 average (funded on 251)

Monthly Building Report

Portables - we need electrical upgrade (\$60,000)

Exterior Doors - Stalwart Construction - continuing to look at options
Around \$100,000.00

Fencing - requesting estimates for fencing on the west side of the property. To enclose and secure the section of property utilized by the students.

Lighting - requesting bids for the Auditorium and the TMZ

Rental of Facility?

Financial Framework

- Meeting with Kimberly with Axiom Analytics twice a week on Business manager office transition.
- Lots of new processes in place
- No issues as of this point.

Organizational Framework

A. We continue to advertise and recruit for the following positions.

We have Hired 8 new employees

- 2 Math
- 1 Social studies teacher
- 1 educational assistants
- 1 Special education teacher



PRINCIPAL REPORT FOR SCHOOL BOARD MEETING

Academic Performance Framework

1. Continued work on reimplementing advisory to strengthen our SEL efforts.
2. Continued work on Lade Graduate Profile
3. Graduation
 - i. Final numbers for 23/24 - 78 graduates
4. Average attendance for the first week is 90.2%

IMPORTANT INFO/DATES APPROACHING

1. **LADE Policy Committee mtg.**
2. **LADE Finance Committee mtg** 09/24/24 4pm
3. **LADE May GC Mtg.** - 09/19/2024 4pm
4. **Open House** - 08/29/24 5:30pm - 7:30pm
5. **Holiday NO School** - 09/02/24