

**Albuquerque Bilingual Academy**  
**ABA GC Meeting Minutes**  
**Date: August 26, 2019**

<b>Board Members Present</b>	Brenda Baca, Julian Munoz, Melissa Trujeque, Doris Cole, Jose Garcia	
<b>Absent</b>		
<b>Others in Attendance</b>	Chris Jones, Danielle Miranda, Pryium Banerjee, Esteban Cole, Kyle Hunt, Mike Vigil, Julia Jones	
<b>QUORUM</b>	<u>  X  </u> YES <u>      </u> NO	
<b>Meeting called to order</b>	Brenda Baca called the meeting to order at <u>5:34 pm</u> & Roll Call by Brenda Baca	
<b>Item</b>	<b>Discussion</b>	<b>Action/Recommendation</b>
<b>Approval of the Agenda</b>		Brenda Baca called for a motion to approve the agenda. Julian Munoz motioned. Doris Cole seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 5-0; 0 opposed; 0 abstained
<b>Approval of Minutes</b>	06/24/2019	Brenda Baca for a motion to approve the 06/24 minutes. Julian Munoz motioned. Doris Cole seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 5-0; 0 opposed; 0 abstained
<b>Consent Agenda</b>		
<b>Approval of BARs</b>	BARs for consideration: 1. 528-000-1920-0001-IB 2. 528-000-1920-0002-IB 3. 528-000-1920-0003-I  1. Justification: \$27,172- To create budget to match FY19-20 special appropriation. 2. Justification: \$18,979- To create budget for 19-20 award. 3. Justification: \$1- To create budget for remainder of Special Appropriation	Brenda Baca called for a motion to approve BARs 0001-IB, 0002-IB, & 0003-I. Julian Munoz motioned. Doris Cole seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 5-0; 0 opposed; 0 abstained
<b>Special Issues (Discussion/Action)</b>		
<b>Budget Report Updates</b>	<i>*Finance Team met prior to Regular GC meeting to review both the budget reports and BARs</i>	
<b>Marketing Contractor Proposal</b>	<u>Baca</u> : We are proposing to have Julia Jones to help us with marketing. <u>Julia Jones</u> : Thank you so much for having me here today. If you don't know me, my name is Julian Jones and I would love to continue my efforts in helping with marketing. What I do is not only with marketing but I also do PR. So as you recently saw Chris Jones was named as the Top CEO of Education in ABQ Journal today; so what that does is also raises awareness of the school which helps with enrollment. I have established a Facebook and Instagram page; please follow us on both pages. I monitor them 24/7 hours a day; so that means that if anyone comments on any of those posts, I respond back to them. I have seen that the marketing is not only helpful with enrollment but I think we can use those channels to help raise awareness on other things. So not only do I use the channels that I created for the school but I also have my own personal channels. I'm always watching what is happening in our community. I was able to get in touch with the owner of New Mexico United through Twitter and asked if he would be interested in partnering with our school. That is when I brought the forward, David Estrada, to come to the school. That is what I am always doing; I'm constantly engaging with our community. But I would love this opportunity to continue to help Albuquerque Bilingual Academy. <u>Jones</u> : The thing about community outreach is the more that they're aware of our school and who we are and the purpose that we serve, the more the word is spread and the more the enrollment increases. This year our enrollment is up roughly 50 students from last year which is a huge increase for us. I believe through marketing that's the reason our enrollment increased so much.	Brenda Baca called for a motion of a conditional approval of the Marketing Contractor Proposal the conditions being that we will review at 6 months in addition to update the contract with data. Julian Munoz motioned. Jose Garcia seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 5-0; 0 opposed; 0 abstained
<b>Update on Final Spring 2019 Assessment Data</b>	<u>Jones</u> : I want to give you a quick review of the assessment data from last spring. <ul style="list-style-type: none"> <li>• Istation (K-2): K 58%, 1 72%, 2 47%, K-2 Total 59%</li> <li>• SBA Science: 4 30%, 7 33%, Total 31.5%</li> <li>• TAMELA (SBA) Reading: 3 20.4%, 4 19.1%, 5 17.5%, 6 10.5%, 7 25%, 8 13.6%, Total 17.68%</li> <li>• SBA Math: 3 48.1%, 4 14.9%, 5 15%, 6 5.1%, 7 4.2%, 8 9.1%, Total 16.06%</li> <li>• ELP Total: 11.6%               <ul style="list-style-type: none"> <li>○ Highlights: Female 10.5%, Male 12.6%, Hispanic 11.7%, ED 11.6%, SWD 3.3%, Homeless 25%</li> </ul> </li> </ul>	
<b>Update on Renewal Application</b>	<u>Jones</u> : We do have our renewal application due October 1 <sup>st</sup> . There is a new dashboard and we do not know what it is going to look like; it is going to be released at the end of November and I will present in December. The other thing about the application is that you have to revert back five years, so every single that happened before I got here, I have to try to speak to. I have to say what	

	happened and this is what they did to fix it and this is what we have continued to do along the way. I don't know what happened while I was not here but I will figure out how to present on behalf of the school. I am going to develop this application and I will have it to you to review at the end of September. It would behoove the board to pay someone else to overlook what I am doing; we can write it but we are going to need legal expertise to come in and look. I am going to have to be away from campus to write this and I have to rely on the leadership committee while I am gone. Also, when we go to present the new renewal application, they are going to want to see everyone there. Just to give you a heads up of what is expected.	
<b>Appointment of Officers</b>	<u>Baca</u> : I nominate Melissa Trujeque to be the Vice President.	Brenda Baca for a motion to approve the nomination of Melissa as Vice President. Julian Munoz motioned. Doris Cole seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 5-0; 0 opposed; 0 abstained
<b>PF Update-Monitoring Tool Presentation</b>	<u>Jones</u> : I am going to ask that we table this item because we do not have a lot of data at this time. We have 44 staff members and we have a total of 385 students. Otherwise, I will give you the rest of the data at next month's meeting.	
<b>Closed Session</b>		Brenda Baca called for a motion for ABA Board of Education to convene an Executive Session pursuant to NMSA 1978, 10-15-1(H)(2) for the Purpose of Discussing Confidential Personnel Matter Re: Head Administrator Evaluation; NMSA 1978 § 10-15-1 (H)(8) for the Purpose of Discussing the Sale or Lease of the ABA Central Campus. Julian Munoz motioned. Melissa Trujeque seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 5-0; 0 opposed; 0 abstained
<b>Reconvene to Open Session</b>	<u>Baca</u> : Roll Call- states that all members agree that the matters discussed in the Executive Session were only limited to those specified in the agenda.	<b>Reconvene to Open Session</b>
<b>Action as Necessary from Closed Session (Discussion/Action)</b>	<ul style="list-style-type: none"> <li>YDI Lease - no action taken</li> <li>Head Admin. Evaluation - head administrator average evaluation score 4.5/5. Head administrator opted to not accept performance incentive bonus of 3% and committed the re-appropriation of funds to instructional materials and other classroom needs.</li> </ul>	
<b>Head Administrator Updates</b>	N/A	
<b>Public Comment</b>	N/A	
<b>Announcement of Next GC Meeting</b>	Next GC meeting: Monday, September 30, 2019; 5:30 pm	Brenda Baca asked for a motion to adjourn. Julian Munoz motioned. Melissa Trujeque seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 5-0; 0 opposed; 0 abstained
<b>Adjourn</b>	Meeting was adjourned at <u>8:00 pm</u>	