

Albuquerque Bilingual Academy
ABA GC Meeting Minutes
Date: November 25, 2019

Board Members Present	Brenda Baca, Julian Munoz, Jose Garcia	
Absent	Melissa Trujeque, Doris Cole	
Others in Attendance	Chris Jones, Danielle Miranda, Pryium Banerjee, Kyle Hunt	
QUORUM	<u> X </u> YES <u> </u> NO	
Meeting called to order	Brenda Baca called the meeting to order at <u>5:33 pm</u> & Roll Call by Brenda Baca	
Item	Discussion	Action/Recommendation
Approval of the Agenda		Brenda Baca called for a motion to approve the agenda. Julian Munoz motioned. Jose Garcia seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
Approval of Minutes	10/28/2019	Brenda Baca called for a motion to approve the 10/28 minutes. Julian Munoz motioned. Jose Garcia seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
Consent Agenda		
Approval of BARs	<p>BARs for consideration:</p> <ul style="list-style-type: none"> • #0006-I • #0009-IB • #00011-I • #00012-I • #00013-I • #00014-I • #00015-D • #00016-D • #00017-D <ol style="list-style-type: none"> 1. Justification: \$21,490- To match budget to FY20 award letter. 2. Justification: \$8,107- To create budget to match FY20 initial award. 3. Justification: \$48,095- To match cash carryover to draft audited financials. 4. Justification: \$7,624- To match Cash carryover to draft audited financials. 5. Justification: \$231,912- To match budget to projected revenue from county. 6. Justification: \$114,611- To match revenue to projected ad valorem to be received from county. 7. Justification: (\$8,570)- To decrease budgeted cash carryover to match draft audited financials. 8. Justification: (\$4,488)- To match budgeted cash carryover to draft audited financials. 9. Justification: (\$25,576)- To match budgeted cash carryover to draft audited financials 	<p>Brenda Baca called for a motion to approve BAR #0006-I, #0009-IB, #00011-I, #00012-I, #00013-I, #00014-I, #00015-D, #00016-D, & #00017-D. Julian Munoz motioned. Jose Garcia seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained</p>
Special Issues (Discussion/Action)		
Budget Report Updates	<p><u>Hunt</u>: I won't spend too much time on these reports because they are very much the same as they were last month. PED still has a lot of our BARs at their level waiting for approval and with that we couldn't make too many changes to the expenditure reports. Starting with the revenue reports, you've been receiving everything expected as normal. Going down to the expenditure report, you are going to be seeing some gaps and high negatives again those are due to the BARs that we still have outstanding from PED. One other big one PSCOC Lease Assistance BAR that one is still being held up at PED as well and that is the cause of \$246,000 negative in our budget. Total Operational is showing up at -\$400,000 but as we previously discussed at the other meeting that does include us moving \$256,000 from lease assistance out or \$50,000 in additional cash carryover and \$400,000 adding to the budget that I will speak to in the next item. Overall our actual Operational Budget is actually much bigger and is going to be positive as soon as we get all those changes actually accepted by PED. Other than that, I didn't really have too many notes on these other funds. But we do expect BARs for most of these negatives throughout the year. Going down to the Bank Account Register Report, this is every check and deposit that we paid out or received for October. We ended the month with \$1.6 million in the bank and our general ledger did reconcile to our actual bank account. Here is the balance sheet that shows distribution of those funds. And then we have our Dashboard which shows our October 2019 Expenditures for the year to date, last year's expenditures at the same time as a snapshot, the difference, and the percentage difference. So we are spending a little bit more in Instruction and you'll see a large change in State Initiatives. That's because of the K-3 Plus Program was initially ran as a specific state funding source and now it's been rolled into the Operational Fund with the new legislation. That accounts for why we only have \$78,000 in expenditures over \$257,000 from the previous year.</p>	

Updates II. 910B-5	<p><u>Hunt:</u> This is our 910B-5 and this is actually what dictates our SEG. Most of these numbers you see here are set by our 80th and 120th from the previous year's STARS Reports. So last year on the 80th and 120th we averaged 344 kids total. So this year, we hit 388 with our 40th day student count. That gave us over 90 unit's growth which has moved our SEG to at least \$3.6 million without them changing the unit value. Our current budget in SEG is \$3.2 million and so that's an increase of over \$400,000. So that's a good projection when we're figuring out staffing for the year and everything else.</p>	
Charter Renewal Updates	<p><u>Jones:</u> I'm going to share the analysis and my responses with you. Part of the process requires that the CSD provide us with an analysis and a recommendation for renewal by November 12th but I did not receive it until November 14th. They came out in October and did their visit and looked through all of our renewal documents and our application. At the same time, they conducted our annual site visit to see if we're in compliance with the day-to-day operations of the school. All went well; they didn't give us a lot of feedback regarding what we needed to fix. They were actually really complimentary in that they praised us on the journey that we've been on. I shared with them the timeline of when this all started in 2016. They really do acknowledge the work that has been done and they committed to working with us and supporting us. So I was really excited to receive this; however, there are a lot of inaccuracies that I am not very pleased with. When we go through this, you'll see that it's just telling us and the PEC if we're meeting our goals or not. We can respond to these questions in the actual interview presentation because they will ask us as they go by what this information says. We know that we've had less findings; we've had two in the last two years. They haven't released this year's so I can't share specifics but I will tell you that everything looks better. We went from having 10 findings to two minor findings.</p> <p>I did resubmit our data which indicates that we did meet our math and reading goal, both with the absence and inclusion of special education; either way, we met the goal and I've showed you the calculations. I believe they miscalculated the data and I am hopeful they will change that. In my narrative, I contested our goal because they have a Discovery Assessment goal; but we have not used Discovery since 2016. So here we are three years later and they still have this goal reflected in this analysis that is going to be based on whether or not we get renewed.</p> <p>I wanted to share this with you because this is the heart of December 12th; this is all they're going to talk about. It's very important that we're all aware of what this document includes. I want to share with you that I am trying to get rid of some of the things that came up as negatives. Last but not least, they didn't give us a recommendation. This analysis was supposed to come with a recommendation that says "we recommend them for renewal" but that is omitted from this entire analysis. I am not too pleased that they are not following the process because that is a requirement per the guidance that the PEC approved. It said by November 12th you will have this analysis and also a recommendation and that did not happen. Next step is for us is 1) to have them look at my rebuttal and see if they can change some of these things and 2) December 12th and going up there. I think we'll be ok; we just have to be prepared and be ready for anything.</p>	
Approval of NM Pre-K Amendment	<p><u>Jones:</u> So the next thing we have on our plates is that the PEC has decided that they are going to run Pre-K. This is the amendment and what they are saying is that if you want a Pre-K program come to us and our board has to approve it. We have some requirements and they are 1) board of finance cannot have been suspended in the last 5 years and 2) you have to maintain a 'C' letter average for the last three years. We are already out just based on those two requirements and cannot even apply. I didn't even submit the application because I wanted to talk to you first. So last Friday there was a meeting and the PEC is already changing some of the requirements and the language. So that everyone that wants the program and that has the program right now can continue to keep it. I asked for an extension and will turn it in late now that I talked to you. Patty is right now working on the language.</p>	<p>Brenda Baca called for a motion to approve the NM Pre-K Amendment.. Julian Munoz motioned. Jose Garcia seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained</p>
Discussion RE: Board Self-Evaluation	<p><u>Jones:</u> We needed to have one of these done. This self-evaluation tool was developed and we did pay \$5,000 for it. This is a requirement and we've done it every year, they know we had it, so I don't know why they put that we didn't. I think for us, that we keep this in mind in the spring months and complete this and the head administrator report together during the same time in a special session.</p>	
ABA Equity Council Nomination and Approval	<p><u>Jones:</u> One of the new things that are forth coming is an equity council from the same lawsuit. Every charter and district has to follow this. So now we have all these new requirements and one of the requirements is that we build our own plan for culturally and linguistically responsive instruction which is kind of exciting for us especially because we are already contracted with Dual Language Ed of NM, so we're ahead of the game. What this means is that you need to teach to the way your students learn and value them and who they are.</p> <p>But now we have to add to it with additional funding and support our curriculum and align to who our kids are and where they come from. So we are going to have to do a lot of things different like our Holiday Performance coming up in that we celebrate our kids and their families and their celebrations.</p> <p>The next requirement is an equity council and that is going to be a group of people who have to maintain agendas with detailed action items and meetings and minutes. The council has to be</p>	

	made up of teachers, students, parents, board members, community members, and administrators. I already have four parents who are willing to help out and Brenda has also volunteered.	
Head Administrator Travel Approval	<u>Jones:</u> This is conditional because I am not sure I can attend. But there is a really good training in Deming, NM on December 6 th for administrators and evaluators. It's a training to help us with teachers when evaluating them and giving them feedback. It's for the hard to reach teachers who are resistant.	Brenda Baca called for a motion to approve the conditional Head Administrator Travel Approval Julian Munoz motioned. Jose Garcia seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
Board Training Updates	<u>Jones:</u> There is actually a training coming up actually in Las Cruces on December 7 th . It's a full day and would take care of all of your hours.	
PF Update-Monitoring Tool Presentation	<u>Jones:</u> I am revising the Monitoring Tool to add more factors. I would like to table this item for next meeting. I will tell you right now we are going to begin our middle of year testing for NWEA, so I will have some new data by the next meeting.	
Closed Session		Brenda Baca called for a motion for ABA's Board of Education to convene in Executive Session Pursuant to the Open Meetings Act: NMSA 1978 § 10-15-1 (H)(8) for the Purpose of discussing the contract of the head administrator as it relates to additional compensation for results pay. Julian Munoz motioned. Jose Garcia seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
Reconvene to Open Session	Baca: Roll Call- states that all members agree that the matters discussed in the Executive Session were only limited to those specified in the agenda.	Reconvene to Open Session
Action as Necessary from Closed Session (Discussion/Action)		
Head Administrator Updates	N/A	
Public Comment	N/A	
Announcement of Next GC Meeting	Next GC meeting: <u>Monday, December 16, 2019; 5:30 pm</u>	Brenda Baca asked for a motion to adjourn. Julian Munoz motioned. Jose Garcia seconded. -Brenda Baca called for a vote. GC approved unanimously by a vote of 3-0; 0 opposed; 0 abstained
Adjourn	Meeting was adjourned	