

Technology Leadership High School Minutes

October 18th, 2017

4:30 PM

6100 Uptown Blvd NE #350, Albuquerque, NM 87110

1. Opening Business

a. Call to Order

b. Take Roll:

- Board President, Al Hernandez – Present via phone
- Board Vice President, John Mierzwa- Present
- Board Member, John Duran-Absent
- Board Member, Kersti Verna Tyson-Present
- Board Member – Pauline Lucero-Present

Other:

- Executive Director, Kara Cortazzo- Present
- Director of Finance, Yolanda Tafoya-Present
- Secretary, Thalia Silva-Present
- Guest, Abby Lewis-Present

c. Vote to Approve Agenda-

VOTES: Al Hernandez motions to approve agenda, seconded by Pauline Lucero.4-0

d. Vote to Approve Minutes from September 12th, 2017 Board Meeting-

VOTES: John Mierzwa motions to approve agenda, seconded by Pauline Lucero. 4-0

2. Public Comment- No Public Comments

3. Action Items

A) Improvement Plan

An improvement plan must be written for reading and math due to the grade of the school "F".

Executive Director has attached a copy for Board Members to review. After discussing the improvement plan, Board Members recommended to make a couple changes to the wording.

VOTES: John Mierzwa motions to approve with recommended changes, seconded by Pauline Lucero. 4-0

B) Volunteer Policy

New policy for TLHS. Board members reviewed new policy. Please see attached.

C) Attendance Policy

Attendance policy was updated. Please see attached.

D) Background Check Policy

Attendance policy was updated. Board Members reviewed. Please see attached.

E) Volunteer Pledge

New policy for TLHS. Board members reviewed. Please see attached.

VOTES: Kersti Verna Tyson motions to approve Volunteer Policy, Attendance Policy, Background Check Policy and Volunteer Pledge as amended, seconded by Pauline Lucero. 4-0

F) Number of Board Members per CSD directive

Charter School Division is asking charter schools to have a specific amount of board members to comply. Our contract with CSD states that we can have 5-7 Board Members. It does not specify a

number now. Abby Lewis explained to Board Members that we can keep our contract stating 5-7 Board

members and comply with the law. Executive Director will meet with Abby Lewis to write a response to CSD.

VOTES: Pauline Lucero motions to respond to CSD as advised from legal counsel, seconded by Kersti Verna Tyson. 4-0

G) Bar Approval

561-000-1718-0008-IB – Fund 31200 Capital Outlay Lease Assistance \$84,301

561-000-1718-0009-IB - Fund 27103 1000 Dual Credit \$304

561-000-1718-0010-IB - Fund 27107 2200 Capital Outlay GO Library SB66 \$2,450

561-000-1718-0011-I - Fund 14000 1000 Instructional Materials \$1,688

561-0000-1718-0012-I - Fund 31400 4000 Special Capital Outlay \$100,000

VOTES: John Mierwza motions to approve, seconded by Pauline Lucero. 4-0

4. Information Items

▪ Budget Overview

Director of Finance reviewed Cash Report of first quarter ending September 30 with Board Members. No Discrepancies.

▪ Expenditure Comparison by Month

Director of Finance reviewed with board members the comparison of school year 2016-2017 expenses to current school year.

▪ Bank Reconciliation Report

Bank Reconciliation of September 2017 had no discrepancies. Please see attached.

▪ Statement of Revenues and Expenditures

Reviewed with Board Members. Please see attached.

▪ Balance Sheet

Reviewed with Board Members. Please see attached.

▪ School Grade

Executive Director reviewed categories with Board Members. She emailed PED to have them explain how they compare the scores. PED has not responded. She reviewed the categories she understands. For the surveys that parents, teacher and students submit to PED received a score of a “B” which means we are doing a good job serving our students. TLHS also received 4 bonus points for reducing truancy engaging with families using technology. Executive Director will focus on the categories that we can have control.

▪ APS Charter Application

Application was submitted October 2, 2017.

▪ APS Site Visit – November 6th (1:00-2:00)

Executive Director would like for two board members to attend the meeting. Abby Lewis will attend this site visit and Board Members will check their availability.

▪ APS Charter Public Meeting at 5:30 on Tuesday, 10/24 at John Milne Board Meeting

Executive Director will present our charter to APS Board for ten minutes. A parent and student will also attend and talk about our school. If possible she would like a Board Member to attend.

▪ APS Board of Education’s Policy Committee meeting at 4 PM, Wednesday, 12/13

During this meeting, it will be determined if TLHS is accepted as an APS Charter.

▪ CSD Site Visit on 12/15

Charter School Division will be at TLHS for our yearly visit. They will be at TLHS for the day.

▪ Reengagement Program

We currently have 30 students enrolled. The program is going well.

▪ Student Enrollment

We have 179 students enrolled. The target of students is 180.

- **New Mexico for School Leadership Data Collection**
They want to collect data of our students. Executive Director does not feel comfortable to release Student ID's for this data collection. She will look more into the IRB to understand it before signing it. Abby Lewis and Executive Director will meet with UNM and take a decision based on the meeting. She will let Board Members know.

5. Discussion Items

- a. **La Resolana Leadership Academy Charter School**
APS asked Executive Director if she can help La Resolana Leadership Academy Charter School with recruitment since we target the same population. Now, Executive Director will not be able to help due to the process of changing from state to APS. If La Resolana Leadership Academy gets re charter she is willing to help.

6. Closing Business

- a. **Announcements**
No announcements
- b. **Next Scheduled Meeting-** November 14, 2017 at 4:30 6100 Uptown Blvd NE #350, Albuquerque, NM 87110
- c. **Adjournment**