

Technology Leadership High School Minutes

February 9th, 2021

4:30 p.m.

Due to the Coronavirus Public Health Emergency this meeting will take place remotely. The public may attend and listen via this link:

<https://us04web.zoom.us/j/78633131791?pwd=Y2FuV0l6eUhtNlBxc2Q4aTZ5MINPUT09>

1. Opening Business

a. Call to Order

b. Roll Call

- Board President: John Mierzwa: Present via zoom
- Board Vice-President: Paola Peacock: Present via Zoom
- Board Member: John Duran: Present via Zoom
- Board Member: Oscar Quinonez: Present via Zoom
- Board Member: Joey Diaz: Present via Zoom

Other:

- Executive Director: Kara Cortazzo: Present via Zoom
- Director of Finance: Yolanda Tafoya: Present via Zoom
- Director of Student Support: Cynthia Ramirez: Present via Zoom
- Director of Student Support: Present via Zoom
- Director of Curriculum, Instruction & Assessment: Present via Zoom
- Legal Counsel for Tech: Abby Lewis: Present via Zoom

c. Vote to Approve Agenda

John Duran moves to approve Agenda, seconded by Paola Peacock

VOTES: Diaz: Yes, Quinonez: Yes, Mierzwa: Yes, Duran, Yes, Peacock, Yes

d. Vote to Approve Minutes

Oscar Quinonez moves to approve Minutes, seconded by John Duran.

VOTES: Diaz: Yes, Peacock: Yes, Mierzwa: Yes, Quinonez, Yes, Duran, Yes

2. Public Comment

No Public Comment

3. ACTION ITEMS:

a) Internal Control Policy Update

Language changes were made for purchasing to create a clearer explanation. A revision was made for Board Members to be informed from \$10,000 to \$20,000 for purchasing. A discussion was around if a sole source could only be found for purchasing or services what procurement code is to be followed. The school lawyer explained 13-1-126 would be followed.

Oscar Quinonez moves to approve Internal Controls Update, seconded by John Duran.

VOTES: Diaz: Yes, Peacock: Yes, Mierzwa: Yes, Quinonez, Yes, Duran, Yes

b) Return to School Policy Update

Section B of the policy was updated related to close contact and C1 was added to the policy per DOH guidance.

John Duran moves to approve Return to School Policy, seconded by Paola Peacock.

VOTES: Diaz: Yes, Quinonez: Yes, Mierzwa: Yes, Duran, Yes, Peacock, Yes

c) High Risk Persons Policy

Discussion around obesity vs. BMI which was explained that when a person signs up for COVID vaccine obesity and BMI are questions that are to be answered prior to receiving COVID vaccine. Clarification was made that if accommodations need to be made that the Executive Director would be the contact person for the accommodations.

John Duran moves to approve High Risk Persons Policy, seconded by Paola Peacock
VOTES: Diaz: Yes, Quinonez: Yes, Mierzwa: Yes , Duran, Yes, Peacock, Yes

d) BARS

Finance Director is requesting for the Board to approve the Distance Learning Grant Federal sub-award allocation; OBMS fund 24146. Tech has been awarded \$147,500.00: \$135,000 allocated for computers, \$7,500 allocated for the set-up of the new computers, and \$5,000 allocated for licenses and subscriptions. OBMS will auto create a BAR once APS BAR has been approved.

John Duran moves to approve Distance Learning Grant, seconded by Paola Peacock
VOTES: Diaz: Yes, Quinonez: Yes, Mierzwa: Yes, Duran, Yes, Peacock, Yes

e) Cash Disbursements (Ratify)

Cash Disbursements were reviewed.

John Mierzwa moves to ratify cash disbursements, seconded by John Duran
VOTES: Diaz: Yes, Quinones: Yes, Peacock: Yes, Duran, Yes, Mierzwa, Yes

4. INFORMATION:

a) Quarter 2

o Cash Report

Cash Report was reviewed by Board Members. A discussion was around prediction of our cash carry over for next school year.

o Voucher Report

Voucher Report was reviewed by Board Members

o OBMS Revenue

OBMS Revenue report was reviewed by Board Members

o OBMS Expenditure

OBMS Expenditure Report was reviewed by Board Members

o Budget Status Report (AptaFund)

Budget Status Report was reviewed by Board Members

o BAR History

BAR History was reviewed by Board Members

b) Bank Reconciliations

Bank Reconciliations were reviewed by Board Members

c) Revenue and Expenditure Report

Revenue and Expenditure Report was reviewed by board Members

d) CSP Grant

Distance Learning Grant of \$147,500 was awarded to Tech. \$135,000 was allocated for computers, \$7,500 was allocated for the set-up of the new computers and \$5,000 was awarded for licenses and subscriptions.

e) Erate Cat 2

Erate Cat 2 will be for IT services and cover 80% of our IT bill. The bids close this week.

f) Enrollment

Tech's enrollment is 308 as of today.

g) Internships

Tech is continuing the internship program through hybrid and virtual internships. The internships include 15 students. One of our graduates is in his 3rd year of doing an internship at Next State Systems while attending UNM.

5. Closing Business

- a. Announcements: Board Training needs to be completed
- b. Next Scheduled Meeting: March 9th
- c. Adjournment