

Technology Leadership High School Minutes

June 8th, 2021

4:30

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/72700039913?pwd=cXdCK3M3Uk9lWnJncmlLc1h4dkZ0Zz09>

1. Opening Business

- a. Call to Order
- b. Roll Call

- Board President: John Mierzwa: **Present via Zoom**
- Board Vice President: Paola Peacock: **Absent**
- Board Member: John Duran: **Present via Zoom**
- Board Member: Oscar Quinonez: **Present via Zoom**
- Board Member: Joey Diaz: **Present via Zoom at 4:44**

Other:

- Executive Director: **Kara Cortazzo**
- Director of Finance: **Yolanda Tafoya**
- Administrative Assistant: **Thalia Silva**

- c. Vote to Approve Agenda

Oscar Quinonez motions to approve Agenda, seconded by John Duran.

VOTES: Mierzwa: Yes, Quinonez: Yes, Duran: Yes.

- d. Vote to Approve Minutes

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

VOTES: Mierzwa: Yes, Quinonez: Yes, Duran: Yes.

2. Public Comment

No Public Comment

3. Action Items:

- a. BARS

Finance Director reviewed BARS with Board Members

001-753-2021-0035-IB Fund Type: 24307 CARES Act Adjustment Type: Initial Budget

001-753-2021-0036-M Fund Type: 27502 Career Technical Education Adjustment Type: Maintenance

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

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

- b. Cash Disbursements (Ratify)

Cash Disbursements ending May 31st, 2021 were reviewed by Board Members.

Joey Diaz motions to ratify cash disbursements, seconded by John Duran.

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

c. Internal Control Update

Executive Director requested to add “audit committee to review the revenues prior to submitting to the auditors” under Audit Committee Responsibilities following auditor’s recommendations.

Oscar Quinonez moves to approve Internal Control Update as noted, seconded by John Duran.
VOTES: Mierzwa: Yes, Duran: Yes, Quinonez: Yes, Diaz: Yes.

d. Domestic Partnership

Executive Director presented and reviewed the Domestic Partnership benefits sample petition. The sample petition was sent by NMPSIA to offer the benefits to employees.

John Duran motions to approve Domestic Partnership Benefits Sample petition, seconded by Joey Diaz

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

e. Authorization of Signer on Bank Account

Executive Director is asking for Board Member to authorize new Finance Director Whitney Galindo as a signer on the bank account. The new Finance Director will start on July 1st, 2021.

John Duran motions to approve Whitney Galindo as authorized signer on bank account, seconded by Joey Diaz.

VOTES: Mierzwa: Yes, Duran: Yes, Diaz: Yes.

4. Information:

a. Short Cycle Assessment Data

Short Cycle Assessments are given to students three times a year. This school year due to difficulties of the pandemic, the assessments were given two times. Executive Director presented the data of the assessments administered.

b. Bank Reconciliation

Bank Reconciliations ending May 31st, 2021 were reviewed by Board Members

c. Revenue and Expenditure Reports

Revenue and Expenditure Reports ending May 31st, 2021 was reviewed by Board Members.

CLOSED SESSION. Pursuant to NMSA 1978 SECTION 10-15-1(H)(2) the Board will meet in closed session to discuss limited personnel matters.

- Vote to go into Closed Session

The Board voted to go into closed session Pursuant to NMSA 1978 Section 10-15-1(H)(8) the Board to discuss limited personnel matters. A motion was made by John Mierzwa and seconded by John Duran to discuss limited personnel matters.

- Following Closed Session, the Board will return to Open Session and may take action. Board returned to open session. Executive Director’s contract for 21 -23 SY was approved and Executive Director’s evaluation for 20-21 was completed. Note action was taken in closed session and only matters noticed on the agenda for closed session were discussed”.

John Mierzwa moves to return to open session, seconded by Oscar Quinonez

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

5. Closing Business

a. Announcements: None

b. Next Scheduled Meeting: August 10th, 2021 via Zoom Meeting.

c. Adjournment