

Technology Leadership High School Minutes
Special Governing Council Meeting Agenda

December 12th, 2023

5:00 p.m.

Due to the Coronavirus Public Health Emergency, this meeting will occur remotely. The public may attend and listen via this link: https://us04web.zoom.us/j/79688123975?pwd=S1J8aY1919E4HhlpM_pmiZa5Aij-V_.1

Meeting ID: 796 8812 3975

Passcode: TECH

1. Opening Business

a. Call to Order

b. Roll Call

- Board President: Oscar Quinonez Present via Zoom
- Board Vice-President: Joey Diaz Present via Zoom
- Board Member: Tina Hernandez Absent
- Board Member: Benito Martinez Present via Zoom @ 5:50 pm
- Board Member: Valerie Valles-Pedroza Present via Zoom excused @ 5:50
- Board Member: Amanda Reyes Present via Zoom

Other:

- Executive Director: Cynthia Ramirez Present via Zoom
- Director of Finance: Monica Sosa Present via Zoom
- Director of Operations Equity and Assessment: Natalie Sather Present via Zoom
- Director of Student Support: Laura Rodriguez Present via Zoom
- Director of Community Engagement: Velina Chavez Present via Zoom
- Stars Coordinator/ Registrar: Lisa Garcia Present via Zoom
- Community School Coordinator: Anna Aguilera Present via Zoom
- Legal Counsel: Daniel Hill Present via Zoom

c. Vote to Approve Agenda

Oscar Quinonez makes a motion to approve the Agenda, Seconded by Joey Diaz.

VOTES: Quinonez: Yes, Diaz: Yes, Reyes: Yes, Valles-Pedroza: Yes.

d. Vote to Approve Minutes

Oscar Quinonez makes a motion to approve minutes, seconded by Joey Diaz.

VOTES: Quinonez: Yes, Diaz: Yes, Valles-Pedroza: Yes, Reyes: Yes.

2. Public Comment

No one from the public attended the meeting.

3. Action Items:

Note: Quorum was met, and to accommodate Laura Fiemann's presence, we changed the order of the Action Items to accommodate questions.

a. Board Positions

Oscar Quinonez nominated Joey Diaz for the vacant Board Vice-President seat.

Amanda Reyes seconded the nomination. The board took the vote, and Joey was elected as the new Vice-President.

VOTES: Quinonez: Yes, Diaz: Yes, Valles-Pedroza: Yes, Reyes: Yes.

b. LPA Resolution

The school's legal counsel and Laura Fiemann, CSDC, reviewed the specifics of the LPA Resolution.

Oscar Quinonez calls for a vote to pass the resolution as presented by Technology Leadership High School governing counsel for the lease-purchase agreement seconded by Joey Diaz.

VOTES: Quinonez: Yes, Diaz: Yes, Valles-Pedroza: Yes, Reyes: Yes.

c. BARS

The Finance Director reviewed BARS for Board Approval with Board Members.

Oscar Quinonez motions to vote to approve the Bars as presented and seconded by Joey Diaz

VOTES: Quinonez: Yes, Diaz: Yes, Reyes: Yes, Valles-Pedroza: Yes.

d. Cash Disbursement

The Finance Director reviewed Cash Disbursements with Board Members.

Oscar Quinonez's Motions to Vote to Approve the Cash Disbursement was seconded by Valerie Valles-Pedroza.

VOTES: Quinonez: Yes, Valles-Pedroza: Yes, Reyes: Yes, Diaz: Yes.

e. Purchasing Card Policy

It was reviewed by the Executive Director and the Finance Director, and they emphasized the need to obtain a credit card for the school when purchasing items or paying vendors. They reviewed the rules and procedures for the use of the card.

Oscar Quinonez motions to vote on the P card as present, seconded by Amanda Reyes.

VOTES: Quinonez: Yes, Diaz: Yes, Valles-Pedroza: Yes, Reyes: Yes.

4. Informational Items:

a. Building Updates – Laura Fiemann- CSDC

Laura Fiemann reviewed updates on the school building. Demolition started last Monday and is going well. The traffic study was done, and the report will be available around the fifteenth of January.

b. Bank Reconciliations

The Finance Director reviewed Bank reconciliation items with the Board Members.

Oscar Quinonez motions to ratify the items presented.

VOTES: Quinonez: Yes, Diaz: Yes, Reyes: Yes, Valles-Pedroza: Yes, Martinez: Yes.

c. Revenue and Expenditure Report

The Finance Director reviewed the revenue and expenditure report with Board Members.

d. Quarter 1 Financials

The Finance Director reviewed the Quarter 1 Financials with Board members.

e. Cash Report

The Finance Director reviewed the Cash Report with the Board Members.

f. Voucher Report

The Finance Director reviewed the Voucher Report with the Board Members.

- g. OBMS Revenue
The Finance Director reviewed the OBMS Revenue with the Board Members.
- h. OBMS Expenditures
The Finance Director reviewed the OBMS Expenditures with the Board Member.
- i. Budget Status Report (Apta Fund)
The Finance Director reviewed the Budget Status Report (Apta Fund) with the Board Members.
- j. School Updates
Cynthia and Velina updated the Board Members on the exciting things happening at the school, including Exhibitions that are happening next week.

5. Closing Business

- a. Next meeting – January 9th at 5:00 pm
- b. Adjournment