

**Regular Meeting**  
**Altura Preparatory School Governing Council**

**Date:** November 7, 2018

**Time:** 4:54-6:10 pm

**Location:** 931 San Pedro Dr. SE, Albuquerque, NM 87108

**Meeting Type:**  Regular  Special  Proposed  Approved

**1. Call to Order & Attendance:**

Meeting was brought to order at 4:52 pm by Ms. Sargent

<b>Members:</b>	<b>Present</b>	<b>Absent</b>
Patrick Barnes	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jackie Cusimano	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Casey Deraad	<input checked="" type="checkbox"/>	<input type="checkbox"/>
LeeAnn Ortiz	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Christine Sargent	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Scanlon, Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Robert Wilson	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Other Attendees:**

Lissa Hines, School Director

Meaghan Stern, School Director

**2. Public Comment**

No public comment.

**3. Approval of November 7, 2018 Meeting Agenda**

Discussion: None

Motion: Pam Scanlon

Second: Jackie Cusimano

Discussion: None.

Ayes: 6      Nays: 0

**4. Review and approval of October 3, 2018 Minutes, Regular Board Meeting**

Motion: Jackie Cusimano

Second: LeeAnn Ortiz

A copy of the meeting minutes are available for public inspection at Altura Preparatory School, Albuquerque, NM 87108, within 10 calendar days for proposed minutes and 2 calendar days of approval for approved minutes.

The Altura Preparatory School shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990. Should you require specific accommodation(s) please contact Lissa Hines at (505) 226-1925 5 business days prior to the meeting.

Discussion: None.

Ayes: 6 Nays: 0

## **5. Committee Reports**

### **a. Finance**

Budget cash flow and projections were presented. Clarification given with regard to possible 2018 grant reimbursement.

## **6. Review and approve on a BAR to receive budget authority on lease reimbursement**

Motion: Jackie Cusimano

Second: Pam Scanlon

Discussion: Agreed to accept \$80,988 outlined in Lease Reimbursement Award Letter.

Ayes: 6 Nays: 0

## **7. Review and approve ESEA 8546 Policy:**

Motion: Casey DeRaad

Second: Robert Wilson

Discussion: Policy Assurance to be submitted to PED to comply with ESEA policies.

Ayes: 6 Nays: 0

## **8. Review and approve School Reduction in Force Plan:**

Motion: Robert Wilson

Second: Jackie Cusimano

Discussion: Based on lower enrollment numbers, a reduction in force is requested. Discussion regarding enrollment, class numbers and the ability of other staff to support the students of the school determined that reducing the teaching staff by one will allow for the most sustainable growth possible for the school in future years.

Ayes: 6 Nays: 0

Casey DeRaad left meeting 5:53

## **9. Discuss Office Manager Position and Responsibilities (No Action)**

Discussion: Proposing to expand office manager duties with increased salary to account for unforeseen operational needs. No action required by Board, information only.

## **10. School Co-Directors Report:**

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Enrollment dropped by 3 students in October, site visit from NMPED is scheduled for November 13, 2018. School Directors feel prepared. Future School Director reports will include December IStation growth data as well as plans for recruiting students and teachers for the 19-20 academic year.

### **11. Adjourn**

Motion: Pam Scanlon

Support: Robert Wilson

Ayes: 5      Nays: 0

**Meeting adjourned at 6:10 pm**

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