



La Academia Dolores Huerta

A Dual Language Charter Middle School

1480 N. Main Street

Las Cruces, NM 88001

Phone: 575/526-2984 Fax: 575/523-5407

REGULAR GOVERNING COUNCIL MEETING MINUTES

Meeting Date: 03/07/2013

Meeting Location: LADH

Approval: DRAFT

CALL TO ORDER AT 6:04 PM

ROLL CALL AND ESTABLISHED QUORUM

Members Present: Robert del Plain, Norma Martinez Arrieta, John Vasquez

Staff Present: Rene Salazar, Gina Trujillo

Public Present: Alejandra del Plain, Gloria Gonzales, Eva Telles, Bertha Silva, Saul Hernandez

AGENDA

- **Motion to approve proposed agenda by John Vasquez**
 - Motion seconded by Norma Arrieta
 - Approved in the unanimous
- **Motion to approve meeting minutes of both December 6th & January 26th by John Vasquez**
 - Motion seconded by Norma Arrieta
 - Approved in the unanimous
- **Motion to amend meeting minutes of January 10th meeting to stike public input via cell phone call by Norma Martinez Arrieta**
 - Motion seconded by John Vasquez
 - Approved in the unanimous
- **Public Input**
 - Gloria Gonzales, Parent of 2 students who attend LADH, voiced problem with administrator, O. Casillas, regarding child's behavior and communications/relations with Mr. Casillas.
 - Robert del Plain referred parent to the appropriate grievance form and explained grievance procedure. He stated he would print grievance form for the parent after the meeting this evening.
 - Alejandra del Plain regarding efforts of small parent group and need for more parent involvement. Her parent group is trying to get more parents involved at LADH and is currently organizing a luncheon for students provided by parents. Money earned from consessions (\$120) will be used to provide hamburgers for the students. Parents will be asked to provide sidedishes. Hoping this will encourage more parents to be involved and

bring them into the school. She invited all GC members to attend and help serve or cook for the ~150 students who will be attending. The luncheon will be on March 14, 2013 at 11:30 am.

- **Discussion of Committees**

- Policies/Legislation/State Statutes
 - Robert del Plain discussed the upcoming bond issue in 2025. He wants LADH to be put on the bond issue to increase funding for the school. By law we are allowed to be on the bond issue, but in the past they (LCPS) haven't been too happy to put us (LADH) on the bond. We will continue to work on this issue with them to get ourselves on the bond issue to obtain more funding for the school.
- Evaluation Committee
 - Robert del Plain and John Vasquez performed a walk through at LADH today at 1:30 pm for 30 minutes and reported all went well.
 - Classroom observations were conducted – most were reviewing material for upcoming NMSBA.
 - He noted the Social Studies class was involved in Egyptian project.
 - Will be working with Mr. Casillas on his annual evaluation in the upcoming weeks.
- Facilities Committee
 - John Vasquez reported on the facilities meeting he attended with Robert del Plain, Mr. Casillas, and Herb Torres from LCPS regarding how we can look for a new facility.
 - The LCPS school system has a couple of facilities that they want us to look at, but apparently we have looked at these in the past and haven't liked them too much.
 - There was a lot of discussion surrounding the financing aspect of a new facility. There is a lot up in the air and there is a process to go through to be able to find and get into new facility. We are working on it—but right now it is still very broad and not a whole lot of detail was mentioned at this meeting.
 - Robert del Plain explained that the facility LCPS was referring to was the Court Youth Center. Herb Torres is hopeful by June 2013 they will have a plan in place of what LCPS will do with that property.
 - John Vasquez explained that in actuality LCPS is subletting that property and would like LADH to take over a part of that property to make a hub zone of charter school. One of the problems would be that LADH would lose its autonomy as it would become inter-mingled with the other schools. One of the benefits we have in this facility is that we are stand alone – the students who come here know what they are going to get.
- Community Relations Committee:
 - Norma Martinez Arrieta is working with the Parent Involvement Coordinator from NMSU ENLACE program to provide leadership workshops to parents during Saturday School sessions – beginning this Saturday. These workshops will be provided twice monthly and will continue through May. Ms. Diana Diaz recruited the Strengthening Families Initiative (SFI) program for LADH and they will be hosting family workshops on a weekly basis on Wednesday evenings throughout the Spring. We are currently trying to create relationship with LC Bulletin to have

more press releases of LADH in an effort to get LADH's name out into the community.

- Finance/Audit Committees:
 - Robert del Plain reported that the next Finance & Audit Committee meeting will be on the 21st of April. There was no meeting in March—no further reports at this time for those two committees.

- **Principal's Report**

- Mr. Casillas provided a written report to GC members (attached) as he was attending Common Core State Standards training in Albuquerque, NM.

- **Financial Report**

- Gina Trujillo made sure all members present had a current copy of LADH's statement of expenditures and revenues and reported that we are doing ok.
 - Although we are still waiting for our Title I monies – we did receive \$11,000 in February. She is hopeful the money will start coming in soon.
 - BARS were supplied to GC in accordance with the 40th day numbers
 - Increase of \$94,377.82 in additional funding which we have already started to receive it in February even though the BAR is being done today.
 - LADH was receiving \$83,000/month and that has increased to \$103,000/month.
 - They called this the “final unit value” which we don't usually get until May. But maybe we are just receiving the final unit value now.
 - Robert del Plain asked if the BAR was just added normally to the operations fund and Gina Trujillo confirmed these funds were all operational.
 - Gina Trujillo does want to put it into the construction/maintenance funds which were used last summer to fix up the building. Total repairs left construction/maintenance funds a little bit in the red. She would like to put the funds in maintenance to balance the account.
 - Gina conveyed that Mr. Casillas has contacted Duke to see if he can help with the costs that were expended to fix the boys and girls bathrooms in the summer. Unfortunately according to our lease agreement- LADH is responsible for everything.
 - Gina Trujillo explained LADH also received an additional \$25,000 from LCPS for the after school program of which a BAR is necessary. These funds will go into Title I funds.
 - Funds received will go to payment to teachers. All teachers were volunteering time after school and on the weekends and these funds and we will be able to back pay them for their time.
 - Gina Trujillo reported audit is complete. We received our book and LADH received (3) findings.
 - Also, the cash balance that we anticipated to have on June 30th was slightly over our estimated balance. A BAR increase is being done on those as well.

- BAR Operational Fund: increase of \$8,333
 - BAR Instructional Materials/Textbooks: increase of \$112
 - BAR Student Nutrition/Cafeteria: increase of \$77
 - BAR Student Activity Fund: increase of \$28
 - Gina Trujillo explained that in the past we were not required to do BAR increases for small amounts. But this year we had a finding because we didn't increase the Instructional Materials to actual amount we received from the state. The actual amounts need to match amounts on reports sent to the state.
 - Gina Trujillo noted other (2) findings were small and (1) included:
 - Monies requested through LCPS (Title I / IDEA-B / Lease Reimbursement) have to be approved by Mr. Casillas before sent to LCPS.
 - Robert del Plain clarified the total of (6) bars and their respective amounts that are necessary – all increases as noted previously above.
 - Gina Trujillo stated budget is due for next year to PED by May 7th @ 8:00am. Budget will be presented to GC on May 2nd during regular meeting. That will provided enough time for revisions and final to send by the 7th.
- **Motion to increase funds with (6) BARS proposed by John Vasquez**
 - Motion seconded by Norma Martinez Arrieta
 - Approved in the unanimous
 - **Vote for new Governing Council member**
 - Robert del Plain explained that we have had (2) GC members resign. According to the Charter we can have a (5) or (7) member board. At the beginning the school year there had been discussion to increasing it to (7) and we have (3) great candidates who have applied. We have the possibility of opening our board to (7) total members.
 - The LADH website lists (2) available GC positions
 - Position #2 expires September 2013
 - Position #3 expires September 2014
 - If the GC opens up (2) more positions those would have a start date of September 2012 and expire in September 2015 for a full three year term.
 - GC members can continue serving another full-term once present term expires with a vote by other GC members.
 - **Motion to nominate/vote Saul Hernandez for Position #2 (expiring in September 2013) proposed by Norma Martinez Arrieta**
 - Motion seconded by John Vasquez
 - Approved in the unanimous
 - **Motion to nominate/vote Bertha Silva for Position #3 (expiring in September 2014) proposed by Norma Martinez Arrieta**
 - Motion seconded by John Vasquez
 - Approved in the unanimous

- **Motion to nominate/vote Eva Telles for Position #6 (expiring in September 2015) proposed by Norma Martinez Arrieta**
 - Motion seconded by John Vasquez
 - Approved in the unanimous

- Robert del Plain thanked and congratulated new governing council members and explained that they will take their place in the GC at the next regular meeting or work session.
- Gina Trujillo offered to have a budget training combined with their GC training. Robert del Plain agreed that would be very helpful

- **Vote to renew Mr. Casillas' contract for 2013-2014 school year**
 - Robert del Plain explained we do not need to approve the exact amount of how much he will get paid as this will be taken care of during the budget preparation process. We will be voting on whether we will be signing a contract with him for the next school year.
 - Robert del Plain asked if any discussion was needed before voting. No discussion was needed.

- **Motion to approve Mr. Casillas' contract for 2013-2014 school year proposed by Norma Martinez Arrieta**
 - Motion seconded by John Vasquez
 - Approved in the unanimous

- **Motion to adjourn proposed by John Vasquez**
 - Motion seconded by Norma Martinez Arrieta
 - Approved in the unanimous

MEETING ADJOURNED AT 7:05 PM

NEXT REGULAR MEETING SCHEDULED FOR APRIL 4TH AT 6:00 PM

Minutes Taken By: Norma Martinez Arrieta

La Academia Dolores Huerta
Principal's Report
March 7, 13

I am absent because I am attending a Common Core State Standards (CCSS) training in ABQ. The State's PED invited 180 educators from across the State based on recommendations. I do not know who recommended me: I was notified about the recommendation when I received the e-mail requesting my participation with no recommender information. This works in our favor because now I am going to be fully trained and will not have to pay for too much professional development on the CCSS for our teachers.

New Mexico Association for Bilingual education (NMABE) will hold its 40th Annual Bilingual Conference from April 24-27 at the Embassy Suites in ABQ. I met with board members and Executive Director David Briseño while I was up in Santa Fe at the Bilingual Institute. Although they had selected and made arrangements with a performing Mariachi group, the executive director made an executive decision to remove that group and give our 8th graders an opportunity to perform during the Awards Banquet on April 26 at 5:30pm. Our ballet folklórico, conjunto/norteño and mariachi groups have been allotted 30 minutes for their performance on. A total of 14 students have been selected by the performance teachers. Besides the performance, since we're going to be at the conference we will also hold a workshop to present our school and program. I have invited 4 parents to participate in the workshop (Mrs. Salazar, Mrs. Vela, Mrs. Olivas and Mrs. Sanchez). All four parents have accepted the invitation. We will not pay presenter's registration costs at the conference because after communicating with the executive director the board has waived our fees (we have saved about \$4,600). The whole group (25 total) will also get to eat for free at the awards banquet.

The additional \$94,378 is the result of increased enrollment. In order to receive additional monies, increased enrollment must constitute a minimum of 10% of total student population. For us to receive funds we had to have an average of at least 12 more students enrolled on the 40th and 80th days.

Additional Title I monies were made available through one of our governor's bill. We are to receive additional \$25,000 for this school year.

I have had a lot of parents inquiring about summer programs at LADH. At this point I don't believe we'll have money to pay teachers so I am planning to teach during the summer. I hope to be able to target all Q1 students (Q1 are students who make up the lowest 25 percentile of academic achievement). This means I will be working with current students as well as recently admitted 6th graders.

I participated as a judge in the District's Spanish Spelling Bee: I was invited by the migrant program to participate. I received a Certificate of Appreciation. I believe the

invitation is important because it proves LADH and the District do have a working relationship, which benefits our students.

Our GC President, Mr. Vasquez, Mr. Davis and I met with Herb Torres to discuss facility problems and needs. I believe it was a good meeting because the District was reaffirmed that we are not interested in the small facility behind Alma D'Arte. We expressed interest in the Bradley Center (I believe it's the Head Start office now). Mr. Torres stated it would be discussed with the Superintendent.

I attended Charter School Day at the Capitol. It's an event sponsored by the New Mexico Coalition for Charter Schools (NMCCS). We are members of the Coalition. I am glad I attended because with all the changes taking place with newly enacted and introduced law the Coalition needs our support to protect our interests. I hope next year we have money so a group can go represent our school.

Ms. Lindeman has assured me she is not returning next school year. Once she submits her resignation I will inform the GC. We already have potential candidates who will be scheduled to interview once her resignation is filed.

Our teachers and students have been working really hard and when our students take the SBA in two weeks they will do great!

2/28/2013

Description	11000 - Operational	14000 - Total Instructional Mater	21000 - Food Services	23000 - Non-Instructional Support	24101 - Title I - IASA	24106 - Entitlement IDEA B	26204 - Spaceport	27549 - Library Book Fund	31200 - Public School Capital Out	31300 - Special Capital Outlay-L	Total
41603 - Fees - Adult/Food Services	\$ -	\$ -	\$ 762.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 762.50
41705 - Revenue	\$ -	\$ -	\$ -	\$ 9,431.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,431.60
41920 - Contributions and Donations From Private	\$ -	\$ -	\$ -	\$ 135.92	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 135.92
41924 - Flowerbrough grants from district	\$ -	\$ -	\$ -	\$ -	\$ 51,814.93	\$ 23,651.47	\$ -	\$ -	\$ -	\$ -	\$ 75,466.40
43101 - State Equalization Guarantee	\$ 693,217.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 693,217.70
43209 - PSCOC Awards	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,330.60
43211 - Instructional Materials - Cash (50%)	\$ -	\$ 7,660.23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,660.23
43202 - State Flow through grants	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00
44500 - Restricted Grants From the Federal Governm	\$ -	\$ -	\$ 44,986.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,986.00
Total Revenue	\$ 694,217.70	\$ 7,660.23	\$ 45,748.50	\$ 9,567.52	\$ 51,814.93	\$ 23,651.47	\$ -	\$ -	\$ 57,330.60	\$ -	\$ 889,990.95
1000 - Instruction	\$ 338,245.93	\$ 6,118.83	\$ -	\$ 8,316.52	\$ 52,859.59	\$ 23,651.47	\$ 6,749.71	\$ -	\$ -	\$ -	\$ 434,942.05
2100 - Support Services-Students	\$ 51,250.91	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 51,250.91
2300 - Support Services-General Administration	\$ 36,238.81	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,238.81
2400 - Support Services-School Administration	\$ 70,018.74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,018.74
2500 - Central Services	\$ 59,061.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 59,061.04
2600 - Operation & Maintenance of Plant	\$ 89,818.93	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 89,818.93
3100 - Food Services Operations	\$ 7,545.41	\$ -	\$ 47,586.46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,111.87
4000 - Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,775.50	\$ -	\$ 47,775.50
Total Expenditure	\$ 652,179.77	\$ 6,118.83	\$ 47,586.46	\$ 8,316.52	\$ 52,859.59	\$ 23,651.47	\$ 5,749.71	\$ -	\$ 47,775.50	\$ -	\$ 844,217.85
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Excess (deficiency) of revenues and other financing sources over expenditures and other financing use	\$ 42,037.93	\$ 1,541.40	\$ (1,817.96)	\$ 1,251.00	\$ (1,044.66)	\$ -	\$ (5,749.71)	\$ -	\$ 9,555.10	\$ -	\$ 45,773.10
Fund Balance, Beginning of year	\$ 69,812.89	\$ 29,637.75	\$ 10,797.73	\$ 8,814.10	\$ (19,105.16)	\$ -	\$ 6,051.12	\$ 362.00	\$ -	\$ 3,751.00	\$ 130,121.43
Fund Balance, End of year	\$ 131,850.82	\$ 31,179.15	\$ 8,979.77	\$ 10,065.10	\$ (20,149.82)	\$ -	\$ 301.41	\$ 362.00	\$ 9,555.10	\$ 3,751.00	\$ 175,894.53