

D o l o r e s H u e r t a

**“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**

**Thursday, August 11, 2016 at 6:00 pm**

1. **Call to Order**

Dr. Spencer Herrera, Chair, called the meeting to order at 6:05 pm and asked for a roll call.

**2) Roll Call**

Ms. Jennifer Allen, Treasurer: Present (arrived late) Ms. Clara Lopez, Member: Present

Ms. Norma M. Arrieta, Member: Present Mr. Steve Pereira, Member: Present

Dr. Spencer Herrera, Chair: Present

Ms. Elena Hinderlich, Vice-Chair: Present

Total Members: (5) Present. Let the record show a quorum of council members is present and that this meeting has been posted in accordance with the Open Meetings Act.

Staff/Administration Present: Mr. Octavio Casillas, Principal; Mr. Jose Tena, Teacher; Ms. Julie Sanchez, Business Manager; Ms. Mirna Rodriguez, Business Specialist; Ms. Melissa Rodriguez, Teacher

Public Present**:** None

**3) Approval of Agenda**

Motion to approve the agenda with revisions listed was made by Ms. Martinez Arrieta and seconded by Mr. Pereira: delete #14 and move #8 to #14

Motion was approved in the unanimous.

**4) Approval of Minutes**

Motion to approve May 2016 minutes was made by Ms. Hinderlich and seconded by Mr. Pereira.

Motion was approved in the unanimous.

**5) Open forum-Public Input**

Mr. Jose Tena spoke before the governing council and stated school has started and is going well. He expressed he felt LADH has started the year with stability and consistency. There are two new teachers and he feels they are doing great and are a good fit with LADH. He did express the need to purchase new charro outfits in smaller sizes as this year’s new batch of students are a lot smaller than previous years.

**NEW BUSINESS: DISCUSSION ITEMS ONLY – NO ACTION WILL BE TAKEN**

**6) Principal’s Report –** Mr. Casillas provided a written report to the governing council

**7) Committee Reports**

1. **Audit/Budget Committee:** Ms. Diaz, Treasurer, expressed the need for the business reports to be sent with enough time for the GC to review them ahead of the meetings. Ms. Sanchez agreed to send out monthly expense report and check register at least 1 week before regular meetings. Ms. Diaz set tentative dates for FY’17 quarterly audits: October 28 at 11am; January 27 at 11 am; April 28th at 11am; and July 21st at 11 am.
2. **Recruitment Committee:** Ms. Martinez Arrieta reported there are 3 new people who have shown an interest in becoming members of the GC and interviews will be set up as soon as possible.

**Action items**

**8) Business Manager’s Report:** Ms. Sanchez reported to the governing council.

**a.** **Review and Approval of BARs (transportation):** Motion to approve BARs made by Ms. Martinez Arrieta and seconded by Mr. Pereira. Motion was approved in the unanimous.

**9) Review and Approval of New Purchase Order Signer, Ms. Melissa Rodriguez, Acting Assistant Administrator.** Motion to approve Ms. Rodriguez as purchase order signer was made by Ms. Diaz and seconded by Mr. Pereira. Motion was approved in the unanimous.

**10) Review and Approval of New Check Signer, Ms. Melissa Rodriguez, Acting Assistant Administrator.** Motion to approve Ms. Rodriguez as check signer was made by Ms. Diaz and seconded by Mr. Pereira. Motion was approved in the unanimous.

**11) Review and Approval of Matthew Fox’s Contract**

Motion to approve Matthew Fox’s Contract was made by M. Lopez and seconded by Ms. Diaz. Motion was approved in the unanimous.

**12) Review and Approval of STS Contract**

Motion was made to approve with revisions of date within the body of the contract was made by Ms. Martinez Arrieta and seconded by Ms. Diaz. Motion was approved in the unanimous.

**13) Review and Approval of School Wide Discipline Plan**

Motion was made to approve with revisions of adding “Insubordination” to category C and adding, “or in possession of drugs” to category D was made by Ms. Lopez and seconded by E. Hinderlich. Motion was approved in the unanimous.

**14) Review and Approval of GC Applicant Sarah Ramos**

Motion to approve Ms. Ramos as LADH governing council member was made by Ms.Diaz and seconded by Mr. Pereira. Motion was approved in the unanimous.

**12)** **Adjourn**

Motion to adjourn and convene into closed session was Ms. Allen and seconded by Ms. Hinderlich. Motion was approved in the unanimous. Meeting was adjourned at 7:25pm.

**15) Closed Session:**

To discuss personnel matters relating to any individual employee, including hiring, promotion, demotion, dismissal, resignation, or investigation of complaints or charges against an employee.

[10**-**15-1(H) (2) NMSA 1978]

\*Any individual attending a board meeting may sign in to participate in the Public Input section of the Agenda, if any. Such persons may speak on any item after the individual is recognized by the President of the Board and introduces himself/herself at the podium. The Governing Council of La Academia Dolores Huerta will not take action on any item presented under Public Input, until an opportunity to do so is afforded. La Academia Dolores Huerta will provide an interpreter for the hearing impaired and for simultaneous Spanish translation upon request. Requests should be submitted to the head administrator’s office three days prior to the meeting.