**January 29, 2020 – Regular Meeting Minutes**

Health Leadership High School Governance Board

1900 Randolph Rd SE, Albuquerque NM 87106

*\*Indicates action ítem requiring vote.*

1. Call to Order: Chair Ms. Barboa was absent. Ms. Archuleta called the meeting to order at 5:46 pm.
2. Roll call: Adriann Barboa and Mr. Abuko were absent. Teri Hogan was in attendance. Dr. Kaufman and Dr. Rankin were present via telephone. Ms. Hogan moved to approve. Dr. Kaufman seconded. Motion passed unanimously.
3. Approval of Meeting Agenda\*: Dr. Kaufman moved to approve the agenda. Ms. Hogan seconded. Motion passed unanimously.
4. Approval of December 18, 2019 Meeting Minutes\*: Ms. Hogan moved to approve. Dr. Kaufman seconded. Motion passed unanimously.
5. Public Comments: NONE

6. Financial Items\*:

1. Approval of BARs\*: Dr. Rankin moved to approve the BARs. Ms.Hogan seconded. Motion passed unanimously.
2. Approval of Payroll & Accounts Payable Payment Vouchers for December and January\*: Dr. Rankin moved to approve Payroll & Accounts Payable Vouchers for December and January. Ms. Hogan seconded. Motion passed unanimously.
3. Approval of Financial Statement Reports for December and January\*. Dr. Rankin moved to approve the Financial Statement Reports for December and January. Ms. Hogan seconded.
4. Approval of the Asset Inventory Removal for Inventory\*: Ms. Hogan moved to approve the removal of items 000924, 001024, 001023. Mr. Rankin seconded. Motion passed unanimously.

7. Updates:

1. Update from the Executive Director: Ms. Archuleta reported things are going well. Students are showing more acceptance of expectations. Big theme has been moved to policy, expectations and rules is how respect is shown for one another and respect to the school. Teachers are taking to it well and students are starting to embrace. Ms. Archuleta also reported on the different events that are happening with the Nursing Assistant Program, and Faces for the Future just to name a few. She also reported the need for Board Members for the Governing Council training. Ms. Hogan also announced her resignation from the board.
2. Update from Director of Curriculum and Instruction: Ms. Reno was not able to attend, but Ms. Archuleta reported on her behalf. Ms. Reno reported that she had sent out information to the Board Members regarding the work that is happening at HLHS and the work that she is doing.
3. Update from the Director of Community Engagement: Ms. Quinones-Suarez reported that Trimester 2 Exhibitions are coming up. Also reported that she is meeting with more Community Partners and is working on bringing in more guest speakers.
4. Update from Director of Student Support: Ms. Archuleta reported that a candidate has been hired. Dr. Rankin wanted to know what the status has been on the exit interviews. Ms. Leticia reported that she has been able to obtain information from employees that have left and are leaving but she will be reporting that information when Ms. Barboa is done with her reports so discussions can be held. Dan Hill requests that a closed session be held to conduct discussion on exit interviews.
5. Erate- Erate category 1 is complete. We are currently waiting for the Bid.
6. Legislative Session: (Capital Outlay) Ms. Archuleta met with Commissioner Quezada. He was extremely supportive and has been instrumental in supporting that move and development in the South Valley with First Choice.
7. Foundation Board: Foundation Board has been meeting monthly. Discussions regarding First Choice and the land have been reviewed. First Choice is a good option for our students to have access to on site connections and collaboration with the health clinic

9. Upcoming Meeting Noted: Wednesday, February 26, 2020 at 5:30 pm at Health Leadership High School, 1900 Randolph Rd. SE, Albq., NM 87106.

10. Adjournment: With no further business, Ms. Hogan moved to adjourn the meeting. Ms. Hogan seconded. Motion passed unanimously and Ms. Archuleta adjourned the meeting at 6:25 pm.