



Board Meeting Minutes
October 27, 2021, 5:30 pm
1900 Randolph Rd. SE Albuquerque, New Mexico 87106
Conference Line: (515) 606-5114

Join Zoom Meeting

<https://us04web.zoom.us/j/77487730199?pwd=ck04VGNhUW9YSFhXR1Y1SlpxSG1DZz09>

Meeting ID: 774 8773 0199

Passcode: 13T7DE

I. Call to Order

a. Roll Call

- Board Member: Italia Aranda- present
- Board Member: Frances K. Bushnell-Lopez- present
- Board Member: Lenaya Montoya- present
- Board Member: Gilbert Ramirez- present

II. Vote to approve Agenda- Mr. Ramirez makes a motion to approve the minutes pending a request to move the public comments to follow section V, Ms. Lopez Bushnell Seconds, and motion passes unanimously with no opposition

III. Vote to approve [GC minutes 9/19/21](#)
Mr. Ramirez moves to approve Ms. Lopez-Bushnell Seconds with no opposition the motion is passed unanimously

IV. Public Comments
No Public Comments this evening

V. Action Items

- a. Discussion and possible action on Finance Reports
Ms. Jolene Jaramillo reports that when we start to make more purchases toward the new facility we will begin to see some changes on the finance reports. A clerical position was filled at the school. In December and January property taxes will be present on the report. No questions on the Finance report
- b. Discussion and possible action on Accounts Payable Check listing
Reviewed during the Finance committee meeting. The audit has been completed, and payment will be made to be present on the check listing report. Mr. Ramirez indicated the responsibility of the GC to support with oversight of financial reports and documents to support the school. Mr. Ramirez makes a motion to approve the September 2021 finance report and accounts payable check listing, Ms. Lopez-Bushnell Seconds Seconds no opposition and vote approved unanimously
- c. Discussion and possible action to approve BARS
Ms. Jolene Jaramillo reports that there are nine BARS to be presented this evening. Two of the BARS are awaiting initiation from APS. Number 2122-0012-1B is requiring approval to put in line for PED approval. BAR 1-5 needs approval BAR 6 is the award for lease assistance and BAR 7-9 is a carryover.
BAR 14 is for private grants and a transfer will be made across functions to cover the cost of FFE
Maintenance budget to true up additional costs as reflected in finance packet.
Mr. Ramirez opens for questions. No questions from the Board. Mr. Ramirez makes a motion to approve the BARS in the September Finance report: 2122-0014-T, 2122-0015-M, 2122-0016-M, 2122-0017-M, 2122-0018-T, 2122-0019 -1B, and 2122-0012-1B Ms. Lopez-Bushnell Seconds seconds no objections and the motion passes unanimously
- d. Discussion and possible action to approve Policy- [Crown Act](#)

Mr. Hill reports that issues have come up nationally regarding student hairstyles. The policy is intended to cover the statutes. The regulations do not go beyond the statute. The definitions as indicated come directly from the statute and can be reviewed in the policy. Ms. Lopez-Bushnell had a question for clarification regarding the need for each school to enact this policy. Mr. Hill clarifies that this policy will put each school in compliance.

Ms. Aranda had a question regarding anti-racism training. Ms. Archuleta explained that the foundation of the school focuses on equity practices embedded in school-wide design and projects. Ms. Montoya reports that she was included in the development of the Crown Act and was asking if there is any official conflict to vote. Mr. Hill reports that there should be no conflict to abstain from a vote. Mr. Ramirez opens for motion Ms. Lopez-Bushnell moves to approve and Mr. Ramirez seconds no opposition and the motion passes unanimously

e. Discussion and possible action to approve- [HLHS Board Resolution Reserves](#)

Mr. Hill indicates that this is part of our practice. The reserve funds that HLHS may have to utilize for the facility could be at risk of being swept. This is good practice for transparency as to why we have funding and to explain the purpose to utilize for the new facility and operation of the school as we move over to a new fiscal year. Mr. Ramirez shared that the funding is set aside for the purchase of a new facility. Mr. Ramirez makes a motion to approve the resolution as it is presented Ms. Montoya seconds, no opposition, and the motion passes unanimously

f. Discussion and possible action on New Board Member

i. [Yadira Aguero Bruhn- BIO](#)

ii. [Yadira Aguero Bruhn - Resume](#)

Mr. Ramirez announces Ms. Aguero Bruhn. Opens the floor for Ms. Aguero Bruhn to share about herself. Ms. Aguero Bruhn has been working with the UNM cancer center and Mexican consulate and has been working with HLHS as a community partner for 5 years. Works with students at Highland high school and knows the resources in the community. Will be planning an event with our community engagement coordinator at El Mesquite with the students at HLHS. Each of the GC members shares out about themselves. Mr. Ramirez shares out about the commitments as a GC member and the requirements for the training to maintain compliance. The effort is to be a working board to support the school. The partnership with the Executive Director, Ms. Archuleta. Mr. Ramirez would like to present the opportunity for Ms. Aguero Bruhn to consider the position to join the board. Mr. Ramirez shared out the authorization of HLHS under APS. The charter renewal process will require board involvement during the next renewal. Mr. Ramirez asks if the board would like to make a motion tonight all agree to take action tonight. Mr. Ramirez presents a motion Ms. Lopez-Bushnell makes a motion to move and Ms. Montoya seconds, no opposition, and Ms. Aguero Bruhn is officially accepted to the HLHS GC.

VI. Discussion Items

a. Dr. Alex Rankin - Resignation from HLHS Board

Dr. Rankin has provided a great service to HLHS and will be on the GC at an adjoining nearby school to HLHS. The GC team is grateful for his tribute to the school.

b. Facility Update

o 5-year plan- [Facility Finance PowerPoint](#)

Ms. Archuleta reports the update on the facility and land purchase. Mr. Ramirez is asking about the purchase agreement price and if that has changed. Mr. Hill is working with First Choice to get this defined. HLHS is working to have the purchase go through the Foundation Board. Ms. Archuleta reported the need for a project manager. Ms. Lopez-Bushnell agrees with the need for a project manager. Mr. Ramirez mentioned the need to reach out to receive capital funding during this session. Ms. Archuleta requests from the GC that she receive feedback on the letter to send out to legislators and senators for capital funding.

c. Lead Team Report

Reference to bulleted items from the lead team members to highlight the upcoming events and progress in programs. Ms. Archuleta welcomed new clerk Myra Burciaga a former student at HLHS. Mr. Ramirez announced the information on QPR and the need for training. Is grant-funded and is asking for the school to have a commitment from a few adults to do this work and become certified.

Ms. Lopez-Bushnell asked about the diabetes reporting and documentation. Ms. Archuleta shared the work that Ms. Lopez Bushnell conducted with the school Medical Assistant and support for medical compliance.

d. Board Training

Mr. Hill will be presenting a Board Training during the November GC meeting.

VII. Next GC Meeting - November 17, 2021

A finance committee meeting will be held on November 10 @ 5 pm and finance team will report out during the next GC on 11/17/21

VIII. Adjournment

Mr. Ramirez closes with the reminder of the next meeting on the 17th of November. Adjournment at 6:50 pm