



Governing Council Meeting Minutes
September 28, 2022, 5:30 pm
1900 Randolph Rd. SE Albuquerque, New Mexico 87106

I. Call to Order –Meeting called to order at 17:36 by Leticia Archuleta, Executive Director of Health Leadership High School.

a. Roll Call

- Board Member: Italia Aranda - Present
- Board Member: Yadira Aguero - Present
- Board Member: Frances K. Bushnell-Lopez - Present
- Board Member: Leigh Caswell - Present
- Board Member - Christopher Gavaldon - Present
- Board Member: Lenaya Montoya - Present
- Board Member: Christina O’Connell - Absent
- Board Member: Gilbert Ramirez - Present

- Quorum met for GC meeting

II. Vote to approve Agenda - GC member L. Montoya makes a motion to approve today’s agenda as presented; GC member F.K. Bushnell-Lopez seconds motion. Agenda is approved for today, September 28th, 2022.

III. Vote to approve GC Minutes 9/16/22 - GC member F.K. Bushnell-Lopez makes a motion to approve the GC Minutes for 9/16/22. GC president G. Ramirez seconds motion. Meeting minutes are approved as presented.

IV. Action Items

a. Discussion and possible action on Finance Reports - HLHS’s business manager, J. Jaramillo, gives an overview of the school’s financial reports for the month of August 2022 and explains that spending will increase because salaries and benefits for staff and faculty have increased for the new year. GC president G. Ramirez makes a motion to approve financials as presented today and GC member F.K. Bushnell-Lopez seconds motion.

b. Discussion and possible action on Accounts Payable Check listing - HLHS’s business manager, J. Jaramillo, presents accounts payable check listing for the month of August 2022. GC president G. Ramirez makes a motion to approve accounts payable check listings for the month of August 2022 and GC member F.K. Bushnell-Lopez seconds motion.

c. Discussion and possible action to approve BARS - There are eight bars presented for approval today: 2223-004- M, 2223-005 - M, 2223-006-I, 2223-0008-D, 2223-0009- I, 24309-SEL II, 24342 - ESSER III OST Grant. GC president G. Ramirez makes a motion to approve bars as presented today and GC member L. Caswell seconds motion. The last two bars listed (24309-SEL II and 24342-ESSER III) are approved by the governing council but are

pending approval by APS.

- d. Discussion and possible action on LEA Plan for Safe Return to In-Person Instruction and Continuity of Services – LEA Plan for Safe Return has already been uploaded to HLHS's website and the school is in compliance with state mandate.
- e. Discussion and possible action to approve inventory certification- HLHS's executive director also presents a list of recyclable electronic materials to be disposed of and explains the proper disposal of these items to protect student information. G. Ramirez, GC president, makes a motion to approve recyclable items as presented by Leticia Archuleta. GC member F.K. Bushnell Lopez seconds this motion.

V. Discussion Items

a. Ed Report : special Ed audit and visit on Friday, September 30th, 2022. Leticia Archuleta explains that November-January will be important months to get the new school building ready to serve our students. There are no intentions of moving classes and students until at least June of 2023. Leticia Archuleta reported that the Ashé leaders fellowship will be visiting the school tomorrow and students will be presenting on equity.

b. Lead Team Report

Community Engagement - Carolina Quinonez, director of community engagement explains that current efforts are underway to connect students to summer internships. There are also efforts to set up parenting classes for students who are current or expecting parents.

Student Support – Denise Armenta, director of student support, explains that she is currently working in collaboration with New Mexico Highlands University to engage students in higher education and the opportunities in the field of social work. Also continuing training on trauma-informed care to better support students and staff.

Curriculum and Instruction - Meghan Tokunaga-Scanlon, director of curriculum and instruction explains that October will start with student exhibitions. Governing council members and community are highly encouraged to attend and provide constructive feedback for students. Professional development opportunities will be available for faculty and students and there is a strong push to gather data regarding how students are learning and engaging with educational materials. Several strategies have been implemented to better support students in math and sciences.

c. Strategic Planning session for October – Strategic Planning session planned for October 15th, 2022 from 0900 - 1200.

VI. Adjournment - today's meeting is adjourned at 1828.