



Governing Council Meeting
January 25, 2023 5:30 pm
1900 Randolph Rd. SE Albuquerque, New Mexico 87106

I. Call to Order

a. Roll Call

- Board Member: Italia Aranda
 - Present Not Present
- Board Member: Yadira Agüero
 - Present Not Present
- Board Member: Frances K. Bushnell-Lopez
 - Present Not Present
- Board Member: Leigh Caswell
 - Present Not Present
- Board Member: Christopher Gavaldon
 - Present Not Present
- Board Member: Lenaya Montoya
 - Present Not Present
- Board Member: Christina O'Connell
 - Present Not Present
- Board Member: Gilbert Ramirez
 - Present Not Present

II. Vote to approve Agenda GC board member Mr. Ramirez votes to approve today's meeting agenda as presented. GC member Mrs. Bushnell-Lopez seconds motion and it passes.

III. Vote to approve [GC Minutes 12/14/22](#)- GC board member Mr. Ramirez votes to approve the GC Minutes 12/12/22 Minutes. GC member Mrs. Bushnell-Lopez seconds motion and it passes.

IV. Action Items

- a. Discussion and possible action on Finance Reports
- b. HLHS's business manager, J. Jaramillo, gives an overview of the school's financial reports for December. There was not much to report as there were not a lot of changes. Ms. Jolene proposed to remove the expenditure from the account to allow information to be compared equally. GC member Mr. Ramirez motions to approve the finance reports for 12/22/22. GC member Ms. Bushnell seconds the motion thus passing.
- c. Discussion and possible action on Accounts Payable Check listing
 - Vouchers for the month of December are presented. GC member Mr. Ramirez makes a motion to approve vouchers for the month of December. GC member Ms. Kathy seconds motion thus passing.
- d. Discussion and possible action to approve BARS
 - The following BARS were presented for discussion and review
 1. 2223-0011-IB
 2. 2223-0027-IB
 3. 2223-0028-IB
 4. 2223-0029-IB
 - GC member Mr. Ramirez makes a motion to approve the BARS presented today. GC member Ms. Montoya seconds motion thus passing.

V. Discussion Items

- a. Audit Reports- Ms. Jaramillo reported on the Audit Report findings and the procedures to prevent recurrences. She also committed to reviewing the Bank Reconciliation in more detail to avoid any mistakes of receipts not being coded correctly.
- b. Facility update
 - o January construction OAE meetings- Ms. Archuleta reported on the OAE meeting regarding the construction and related costs. Framing will begin, and plans are on the correct timeline. Final logistics are underway to order the necessary supplies/furniture for the classrooms, as a project plan was provided with detailed information and its timeline.
 - o Tax Exempt is being prepared to be submitted.
 - o Family meetings-Family meetings are being held to discuss the new building and receive feedback from our students/families.
 - o Student field trips to new facility- some students have visited the new building, but there are plans to provide more field trips for our students to see the building.
 - o [Lead Team Report](#)
- c. Board Training
 - o [Board training hours tracker](#)-
 - o [Governing Board Training Schedule](#)

VI. Adjournment

- Meeting adjourned at 6:24 pm