



Retreat Governing Council Meeting Agenda  
October 25, 2023 4-7 pm  
6401 Jefferson Street NE 87109

I. Call to Order -4:15pm

a. Roll Call

- Board Member: Leigh Caswell -Present
- Board Member - Christopher Gavaldon -Present
- Board Member: Lenaya Montoya- Present via zoom
- Board Member: Christina O'Connell- Present
- Board Member: Gilbert Ramirez Present

II. Vote to approve Agenda Mr. Ramirez motioned to approve, Mr. Gavaldon seconded.

III. Vote to approve GC Minutes 9/27/23 -Mr. Ramirez motioned to approve, Ms. Leigh Caswell seconded.

IV. Public Comments -Ms. Olivas presented numbers for the 40th day. NOVA is a new system implemented by PED, and there are some issues with the system, so we are working until that is corrected. The total number is 224 (10 of those will not count) due to being over 21 years old. Ms. Olivas has been in meetings with PED regarding what is occurring. Mr. Ramirez asked what happened with the transfer from Jupiter to PowerSchool. We had a glitch from Jupiter to the PowerSchool Re-Engagement Program. That is why a different number was reported last month. Mr. Olivas presented the McKinney Vento and the requirements for enrollment. We will provide a final count once that has been corrected. Ms. Olivas also pointed out that we are receiving .10 cents extra for each student now that we oversee the food service.

V. Action Items

- a. Discussion and possible action on Finance Reports -Ms. Runyan presented the September 30th report. HLHS did a good job spending down what has been budgeted for. The percentage of the budget (CSI funds) was spent by the deadline, and RFR was submitted. This is the first year APS is not overseeing the food service process, it is now the responsibility of each charter school. Ms. Runyan presented the financial summary. The question was asked if there was a goal for cash, and HLHS is doing well but in previous planning, new building expenses were kept in mind. Electrical charges are going down. Mr. Ramirez motioned to approve, Mr.

Gavaldon seconded.

- b. Discussion and possible action on Accounts Payable Check listing -Ms. Runyan presented on Accounts Payable. Mr. Ramirez motioned to approve, Mr. Gavaldon seconded.
- c. Discussion and possible action to approve BARS 11-I, Mr. Ramirez motioned to approve, Mrs. O'Connell seconded.
- d. Discussion and possible action on Board Elections (President, VP, Secretary, & Treasurer)
- e. Mr. Ramirez presented on board positions. Mr. Gavaldon is available to stay on as a board member. Mr. Ramirez stated the following nominations: Secretary for Lenaya Montoya, Leigh for Treasurer, Ms. O'Connell as VP, and Mr. Ramirez will remain President beginning in November. All in favor, motion passed anonymously.
- e. Discussion and possible action on check signers -Discussion regarding check signers. No action taken as Leticia will remain as primary and Mr. Ramirez as secondary in an event of emergency.

#### VI. Discussion Items

- a. OMA training / review -Mr. Hill presented the Key concepts of the GC. He reviewed NMSA 1978 & 10-15-1 B, C, E, F, H, I, J, NMSA 1978, & 10-15-3, NMSA 1978, & 10-15-4. Mr. Hill presented on the Roles and Responsibilities of Board Members. NMSA 1978, & 22-8B- 4 (B), NMSA 1978, & 22-8B-4 (O, P) NMSA 1978, & 22-5-4, NMSA 1978, & 22-5-14. NMSA 1978, & 22-8B-6 (I), NMSA 1978, & 22-8B-5.2, NMSA 1978, & 22-8B-5.4, NMSA 1978, & 22-10A-27, 6.11.2.12 (G) NMAC. Mr. Hill presented on Authorizer Roles and Responsibilities. NMSA 1978, 22-8B-5.3,
- b. Strategic planning -The board had a discussion and conducted some brainstorming on student enrollment, history overview/vision and mission, recharter options, and information.
  - i. Student Enrollment -Ms. Runyan will be providing a fiscal analysis connected with student numbers. HLHS was budgeted at 210. Calculations were based on possible growth, but Ms. Archuleta was still conservative.
  - ii. HLHS History overview / Vision and Mission
  - iii. Recharter FY 2025
  - iv. Review of by-laws
  - v. Review on-boarding documents -Ms. Leticia presented and provided onboarding documents in Google Drive
  - vi. Review requirements for training hours November 3rd @ APS Rankin Center 9:00am-1:00pm.

VII. Adjournment: With no further business, the meeting was adjourned at 7:17pm.