



ANTHONY CHARTER SCHOOL

Governing Council Meeting

Monday, June 12th, 2017

At 6:15 pm

Anthony Charter School

780 Landers Rd

Anthony, New Mexico 88021

Ph: 575-882-0600 Fax: 575-882-2116

The mission of Anthony Charter School is to work with students and families to identify student abilities, both academically and social-emotionally, using a Personalized Education Plan as a pathway to ensure graduation.

Meeting Minutes

I. Call to Order

- a. GC President Wendler called the Governing Council Meeting to order at 6:32 pm.
- b. Invocation
- c. Pledge of Allegiance- GC President Wendler
- d. Roll Call- Ms. Denise Marmolejo called roll of the GC members

In attendance were ACS Council Members:

Charles Wendler, GC President- Present
Rocio Rodriguez, GC Vice President- Present
Elsa Johnston, GC Member- Present
Barbie Garcia, GC Member- Present
Maria Delgado, GC Member- Present

Audit Committee

Ruben Valenzuela- Member
Barbie Garcia- GC Member
Charles Wendler- GC President
Rita Gutierrez- Member- Absent

ACS Council Members Absent:

Claudia Quinonez, Secretary- 1st Absent
Eustacio Olivas, GC Member- 1st Absent

A quorum of the Council Members of Anthony Charter School was determined

ACS Charter School Staff Present

Denise Marmolejo- Minute Recorder
Kyle Hunt- The Vigil Group

Public in Attendance

Belen Enriquez-Parent
Leticia Mora-Non Community Member
Omar Rodriguez-Parent
Stanford Johnston-Parent
Dr. Baylor- CSD
Noami Valenzuela-Parent

- e. **Action Item: Approval of Agenda 06/12/2017-** GC President Wendler asked to delete Action item #1 and #2 under roman numeral I before approving the agenda. A motion was made by GC Member Garcia and second by Vice president Rodriguez to approve the agenda with the changes stated above. There were no objections and the changes to the agenda 6/12/2017 were approved by unanimous consent. President Wendler- aye, GC Vice President Rodriguez, GC Johnston- aye, GC Garcia-aye, GC Delgado-aye. Roll call Vote: in favor 5, Opposed 0, Abstain 0. The motion carried.

I. Board Items – President Charles Wendler

A. New Business

1. **Action Item: Approval of Audit Committee Report – Deleted** moved to the bottom of agenda
2. **Action Item: Approval of Council Development Committee- Deleted** moved to the bottom of agenda
3. **Action Item: Approval of MF Patty Matthews Contract SY 2017-2018-** A motion was made by GC Vice President Rodriguez to approve MF Patty Matthews Contract SY 2017-2018 and second by GC member Garcia to approve the MF Patty Matthews Contract SY 2017-2018. Discussion: NA. President Wendler- aye, GC Vice President Rodriguez, GC Johnston- aye, GC Garcia-aye, GC Delgado-aye. Roll call Vote: in favor 5, Opposed 0, Abstain 0. The motion carried.
4. **Action Item: Approval of Title II Application SY 2017-2018-** A motion was made by GC Member Garcia to approve the Title II Application for SY 2017-2018 and second by GC Vice President Rodriguez to approve the Title II application for SY 2017-2018. Discussion: NA. President Wendler- aye, GC Vice President Rodriguez, GC Johnston- aye, GC Garcia-aye, GC Delgado-aye. Roll call Vote: in favor 5, Opposed 0, Abstain 0. The motion carried.
5. **Action Item: Approval of IDEAB Application SY 2017-2018-** A motion was made by GC Vice President Rodriguez to approve the IDEAB application for SY 2017-2018 and second by GC member Johnston to approve the IDEAB Application for SY 2017-2018. Discussion: GC President Wendler explained the to the GC members that IDEAB was funds for individuals with Disabilities Education Act. President Wendler- aye, GC Vice President Rodriguez, GC Johnston-aye, GC Garcia-aye, GC Delgado-aye. Roll call Vote: in favor 5, Opposed 0, Abstain 0. The motion carried.
6. **Action Item: Approval of USDA FSMC Award-** Action item was moved to June 16, 2017 meeting.
7. **Action item: Wellsfargo Check Signers-** Action Item was moved to June 16, 2017 meeting.
8. **Action Item: Approval of BARS#556-000-1617-0027-I_24106,,,,,0028-I_27103,,,,,0029-I_23000,,,,,0030-M_11000,,,,,0031-M_11000,,,,,0032-M_11000,,,,,0033-T_11000-** A motion was made by

GC Vice President Rodriguez to approve the 7 BARS stated in the agenda and second by GC Member Garcia to approve the 7 BARS stated in the agenda. Discussion: NA. President Wendler- aye, GC Vice President Rodriguez, GC Johnston- aye, GC Garcia-aye, GC Delgado-aye. Roll call Vote: in favor 5, Opposed 0, Abstain 0. The motion carried.

9. **Action Item: Approval of Financial Report 05.31.2017- Mike Vigil Report by Email to the GC Board.** Revenue Report- Revenues are coming in timely. I continue to request reimbursement on a monthly basis for the reimbursement funds. Expenditure Report- The school has controlled their spending to meet their goal of \$40,0000 to carry over into FY2018. With one month left in the school year, the school has available unencumbered funds in the operational fund of \$45,116. Bank Account Register Activity Report- Revenues exceeded expenditures this month. That practice is always good to follow. Outstanding PO's Report – Information only. Bank Account Reconciliation – Bank statement reconciled to the general ledger at \$175,270.88. Balance Sheet Report & Trial Balance Report – Both information only. BAR#0027- IDEA-B Final Award for FY2017. This fund helps supplement the special ed. teacher's salary. BAR#0028- Dual Credit Instructional Materials Final Award for 2017. This fund helps supplemental dual credit textbooks. BAR#0029- Activity Fund. This BAR was created to budget extra revenue received. BAR#0030- Operational Maintenance BAR. To adjust the negative line items in the budget. BAR#0031- Operational Maintenance BAR. To adjust the negative line items in the budget. BAR#0032- Operational Maintenance BAR. To adjust the negative line items in the budget. BAR#0033- Operational Transfer BAR. To adjust the negative line items in the budget. A motion was made by GC member Garcia to approve the financial report 05.31.2017 and second by GC Vice President Rodriguez to approve the Financial Report 5.31.2017. Discussion: GC Member Garcia Page #1 outstanding 3,000 dlls for Arturo Mena. Kyle Hunt- Vigil group explained to the GC members that about the different type of line items in the PO, invoice amount and outstanding PO amounts on the right. GC President Wendler explained to the GC members the certification page signed by Mrs. Justine Vigil for the reconciliation financial report which means that finances have been reconciled by the Vigil Group. GC member Garcia page #5 asked what Century link business was for, Ms. Marmolejo responded- it Anthony Charter School internet provider. GC member asked what are that Sprint charged, for a cellphone? Ms. Marmolejo responded- yes GC Member Garcia it's a cellphone for the School Community Coordinator. GC Member Garcia asked- is he the only one with a cellphone? Ms. Marmolejo Responded- yes. GC member asked Business Manager Kyle Hunt what was the amount 797.00 for Sprint for. Mr. Hunt responded- that is the amount that is left on the PO number for that service. GC Vice President Rodriguez -page 6 PO for Plan b Networks. Ms. Marmolejo responded- they provide IT services at an hourly basis. GC Garcia – page 6 Orelly's Auto Part, what where those charges for? Ms. Marmolejo responded- parts for the bus. GC Vice President Rodriguez- page 6 PO for petty cash. Ms. Marmolejo

responded- the petty cash PO was requested to have a cash box for change used at the front entrance. This was set up for the basketball games. GC Member Garcia- asked- clarification on page 6 for IHOP purchase. Mr. Hunt responded- that was for the Basketball game trip to Alamogordo NM. GC Member Garcia- asked clarification on page 6 purchase for whole sale chess. Ms. Marmolejo responded- that purchase is for chessboards, Mr. Amador requested chessboard for his class. GC Member Garcia asked for clarification on page 6 invoice for YUCCA Services. Ms. Marmolejo responded- that company provides speech evaluation for sped students that are referred by teachers, or SPED teacher. GC Vice President Rodriguez asked for clarification on page 7 for vendor Gradzilla. Ms. Marmolejo responded- Gradzilla is the company that provides the high school diplomas and cap/gowns for all students. GC member Garcia- page 7 Mr. Amador's 200 dls reimbursement. Mr. Hunt responded- those are to reimburse the employees for anything that they purchase for the school using their own personal money. GC Vice President Rodriguez- page 6 La Prueba. Ms. Marmolejo responded- La Prueba is provide to those teachers that would like to get endorsed in Bilingual Education. The school reimburses those teachers that took La Prueba and successfully passed the test. A motion was made GC Vice President Rodriguez and second by GC Member Garcia to approve the financial report for 05.31.2017. President Wendler- aye, GC Vice President Rodriguez, GC Johnston- aye, GC Garcia-aye, GC Delgado-aye. Roll call Vote: in favor 5, Opposed 0, Abstain 0. The motion carried

10. Action Item: Approval of Minutes 05/01/2017, Review Draft

06/05/2017- A motion was made by GC Vice President Rodriguez to approve the minutes for 05/01/2017 and second by GC member Johnston to approve minutes for 05/01/2017. Discussion: GC member Garcia marked a correction on Page #2 to correct the motion second by GC Garcia and remove motion by Vice President Rodriguez. President Wendler- aye, GC Vice President Rodriguez, GC Johnston- aye, GC Garcia-aye, GC Delgado-aye. Roll call Vote: in favor 5, Opposed 0, Abstain 0. The motion carried.

A motion was made by GC Vice President to review draft minutes for 06/05/2017 and second by GC member Garcia to review draft minutes for 06/05/2017. Discussion: GC member Garcia corrected page 3 and 6 by clarifying Jaime Armendariz Community Coordinator and Jaime Armendariz Student to make the minutes clearer to the public of who was speaking at the meeting. President Wendler- aye, GC Vice President Rodriguez, GC Johnston- aye, GC Garcia-aye, GC Delgado-aye. Roll call Vote: in favor 5, Opposed 0, Abstain 0. The motion carried. A motion was made by GC Member Garcia to approve the DRAFT minutes for 06/05/2017 with the above changed stated and second by GC member Delgado approve the DRAFT minutes for 06/05/2017. President Wendler- aye, GC Vice President Rodriguez, GC Johnston- aye, GC Garcia-aye, GC Delgado-aye. Roll call Vote: in favor 5, Opposed 0, Abstain 0. The motion carried.

II. Finance Committee- President Charles Wendler

1. **Action Item: Audit Committee Report** – GC President Wendler informed the public and the GC members that 4 members out of 6 met as the Audit Committee to review Mr. Hunt's report and findings if any completed on June 12, 2017. Mr. Wendler informed the board on mileage reimbursement per diem set to 12.00 dlls & 0.43 cents per mile traveled reimbursement. ACS has a total of 15 employees as part-time or full-time.
2. **Action Item: Creation of Council Development Committee-** A motion was made by GC Member Garcia and second by Vice President Rodriguez to approve the Creation of Council Development Committee. Discussion: Mr. Gilbert Garcia recommended Roy Maldonado to be considered to be part of the committee. Mr. Roy Maldonado is the VFW commander. GC Member Garcia recommended Dr. Ocaranza to also serve as a member for the Development Committee. President Wendler- aye, GC Vice President Rodriguez, GC Johnston- aye, GC Garcia-aye, GC Delgado-aye. Roll call Vote: in favor 5, Opposed 0, Abstain 0. The motion carried

III. Old Business- President Charles Wendler

1. NA

IV. Principal Report- Dr. Abe Armendariz

1. NA

V. Information Items

1. Review
 1. Internet Safety Policy
 2. Acceptable Use of Technology Usage
 3. CIPA Compliance Checklist

VI. Public Input- Max of 3 minutes

GC President Wendler

Asked the public if there were any comments that they would like to address to the Governance Council.

Mr. Johnston

Stated that it would be a good idea for the board to consider any public input for the director's position and putting together a committee with parents, students, teachers and a community member to serve in the Development Committee.

Mr. Rodriguez

No comments thank you

Belen Enriquez

Que sea posible que consigan alguien parte de la comunidad y no a alguien de la misma escuela para que ya no aiga conflictos entre empliados y miembros de familia. Preferible a alguien neutral de la comunidad.

Leticia Mora

I did not know that I had to sign in, but I have not comment.

Ruben Valenzuela

I would like to thank the board

Naomi Valenzuela

I would like to thank the board and Ms. Marmolejo for helping us and the school a lot. Thank you

Gilbert Garcia Senior

I can be your point of contact for the VFW if you need anything I know VFW commander Mr. Roy personally.

GC President Wendler

President Wendler thank the public for being present.

Adjournment:

President Wendler announced the next GC meeting schedule for June 16, 2017 at 6:15 pm location at Anthony Charter School Cafeteria.

A motion was made by President Wendler to adjourn the meeting by unanimous consent. The motion passed unanimously. President Wendler- aye, Vice President Rodriguez, GC Johnston- aye, GC Garcia-aye, GC Delgado-aye. The meeting was adjourned at 8:34 pm.

7/31/17

(Date)



Claudia Quinonez, Governing Council
Secretary

(06/12/2016) Anthony Charter School Governing Council Minutes

Date Approved: _____

Signature: _____
Charles Wendler, Governance Council
President

Minutes Recorded by Denise Marmolejo