Albuquerque Talent Development Academy (ATDA)

Governing Council (GC) Meeting Minutes

03/19/24

GC Members: Jose Scott, President (**Present**)

Gloria Garza, Vice President (**Present**)

Kelly Wogenrich, Treasurer (**Present**)

Brian Jones, Member (**Present**)

Jan McClure, Member (**Present**)

Others Present: Lucinda Molina, Principal

Michael Davis, Assistant Principal/Technology

Corinne Teller, Business Manager

Call to Order and Pledge of Allegiance @ 5:36 PM: Jose Scott

**[Open Session]**

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| **Approval of Agenda** |
| Motion to ApproveGloria Garza | Motion SecondedJan McClure |
| VoteJose Scott – Approved Gloria Garza – Approved Kelly Wogenrich – ApprovedBrian Jones – Approved Jan McClure – Approved |

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| **Approval of 02/13/24 Minutes** |
| Motion to ApproveKelly Wogenrich | Motion SecondedJan McClure |
| VoteJose Scott – Approved Gloria Garza – Approved Kelly Wogenrich – ApprovedBrian Jones – Approved Jan McClure – Approved |

**Public Input –** NONE

**Financial Information Items via Finance Committee Consent Agenda –** Presented by Corrine Teller and Finance Committee Member, Kelly Wogenrich: The Governing Council asked for an explanation of the mechanics behind meal reimbursement given errors that occurred in the fall of 2023. These errors were in regards to a failure to properly submit meal claims which may have a potential future impact on school finances. It was clarified that the school is reimbursed via a claim process for eaten meals and must absorb the cost of uneaten meals that are ordered. From August to October of 2023, claims were created for consumed meals, but were not properly submitted for reimbursement. This makes the school liable for the cost. It was shared that several other charter schools are in similar situations due to a lack of training and clarity on meal processes, which used to be handled by Albuquerque Public Schools as the authorizer. Principal Molina concurred with a suggestion from the council that an attempt to communicate with other schools in similar situations through an advocate be made so that a collective appeal can be formulated.

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| **Approval of February 2024 Finance Reports** |
| Motion to ApproveKelly Wogenrich | Motion SecondedGloria Garza |
| VoteJose Scott – Approved Gloria Garza – Approved Kelly Wogenrich – ApprovedBrian Jones – Approved Jan McClure – Approved |

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| **Motion to Table Cash Report FY2024 Q2** |
| Motion to TableGloria Garza | Motion SecondedKelly Wogenrich |
| VoteJose Scott – Approved Gloria Garza – Approved Kelly Wogenrich – ApprovedBrian Jones – Approved Jan McClure – Approved |

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| **Motion to Move BAR Approvals to Final Action Items** |
| Motion to MoveKelly Wogenrich | Motion SecondedJan McClure |
| VoteJose Scott – Approved Gloria Garza – Approved Kelly Wogenrich – ApprovedBrian Jones – Approved Jan McClure – Approved |

**[Personnel Items]** – NONE

**[Staff/Committee Briefings] Principal’s Report –** Presented by Lucina Molina: Enrollment at the school currently stands at 135. This past Monday, March 18, students testing on the SAT participated in a Boot Camp to prepare them with testing strategies. The main administration of this test will be on Wednesday, March 20. Teachers have increased monitoring during passing periods due to the absence of a security guard for the remainder of the year. Upcoming events include College Signing Day on May 8, Prom on May 9, and Graduation on June 5. Planning for next school year is underway on such items as facilities and the ATDA calendar.

**Additional Final Action Items**

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| **Discussion & Possible Action to Include Bilingual Seal Pathways into ATDA’s Graduation Requirements –** The GC granted approval for ATDA administration to submit an application to NMPED for the Bilingual Seal diploma option for 2024-2025, and to add the Bilingual Seal Pathways as a graduation option for students beginning in 2024-2025. |
| Motion to ApproveGloria Garza | Motion SecondedJan McClure |
| VoteJose Scott – Approved Gloria Garza – Approved Kelly Wogenrich – ApprovedBrian Jones – Approved Jan McClure – Approved |

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| **Discussion & Possible Action of FY2024-2025 School Calendar –** The GC approved two calendar models for submission at administrator discretion based upon pending local and state requirements. The calendars vary in model (traditional vs. year-round) and day count (173 vs. 180). Although approved by GC, calendars will not be submitted to APS or the state until they are verified with the state’s calculation worksheet and a due date for submission is set. |
| Motion to ApproveKelly Wogenrich | Motion SecondedBrian Jones |
| VoteJose Scott – Approved Gloria Garza – Approved Kelly Wogenrich – ApprovedBrian Jones – Approved Jan McClure – Approved |

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| **Discussion & Possible Action of FY2024-2025 Lease Renewal –** The GC approved a 1-year renewal of the current property lease for the 2024-2025 school year. |
| Motion to ApproveBrian Jones | Motion SecondedKelly Wogenrich |
| VoteJose Scott – Approved Gloria Garza – Approved Kelly Wogenrich – ApprovedBrian Jones – Approved Jan McClure – Approved |

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| **Motion to Enter Closed Session** – The entry into closed session was approved with confirmation that the only item to be discussed in Closed Session be limited personnel matters pursuant to §10-15-1(H)(2). |
| Motion to ApproveGloria Garza | Motion SecondedKelly Wogenrich |
| VoteJose Scott – Approved Gloria Garza – Approved Kelly Wogenrich – ApprovedBrian Jones – Approved Jan McClure – Approved |

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**[Closed Session]** – Entered @ 6:33 PM

**[Open Session]** – Entered @ 7:21 PM

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| **Motion to Enter Open Session** – A motion was made upon reentry into Open Session to confirm that the only items discussed in closed session were the items listed on the agenda pursuant to §10-15-1(H)(2). |
| Motion to ApproveKelly Wogenrich | Motion SecondedJan McClure |
| VoteJose Scott – Approved Gloria Garza – Approved Kelly Wogenrich – ApprovedBrian Jones – Approved Jan McClure – Approved |

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| **Motion to Table Discussion & Possible Action of FY2024-2025 Budget –** The GC moved to table budget approval until the April 2024 meeting to allow time to investigate the possibility of freezing administrative salaries as a method of increasing cash reserves. |
| Motion to TableGloria Garza | Motion SecondedKelly Wogenrich |
| VoteJose Scott – Approved Gloria Garza – Approved Kelly Wogenrich – ApprovedBrian Jones – Approved Jan McClure – Approved |

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| **March 2024 Budget Adjustment Requests –** The GC approved all 6 BARs for March 2024. |
| Motion to ApproveKelly Wogenrich | Motion SecondedGloria Garza |
| VoteJose Scott – Approved Gloria Garza – Approved Kelly Wogenrich – ApprovedBrian Jones – Approved Jan McClure – Approved |

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| **Confirmation of Scheduling of Next ATDA Governing Council Meeting*** The April 2024 GC Meeting has been scheduled for 04/08/24 @ 5:30 PM.
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| Motion to ApproveGloria Garza | Motion SecondedJan McClure |
| VoteJose Scott – Approved Gloria Garza – Approved Kelly Wogenrich – ApprovedBrian Jones – Approved Jan McClure – Approved |

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| **Motion to Adjourn @ 7:40 PM** |
| Motion to ApproveKelly Wogenrich | Motion SecondedJan McClure |
| VoteJose Scott – Approved Gloria Garza – Approved Kelly Wogenrich – ApprovedBrian Jones – Approved Jan McClure – Approved |