



SIEMBRA LEADERSHIP
HIGH SCHOOL

Empowering Students Through Entrepreneurship

**Siembra Leadership High School
Board Agenda
524 Central Ave. SW
Albuquerque NM, 87102**

**Wednesday January 16th, 2019
5:30 pm -7:30 pm**

Members Present:

Quorum: yes

- Leslie Kelly, Chair
- Vanessa Roanhorse, Vice Chair
- Charlie Wisoff, Secretary
- Carl Garcia
- Antionette Tellez Humble
- Frank Mirabal
- Leticia Bernal

January Regular Meeting Minutes

- 1) Call to Order-Announcement of the Meeting in Accord with the Open Meetings Act at 5:57pm
- 2) Roll Call
- 3) Approval of Agenda- Charlie 1st, Frank 2nd, all in favor
- 4) Consent Items- Charlie 1st, Carl 2nd, all in favor
 - a) [December 19th, 2018 Board Meeting Minutes](#)
 - b) [Employee Leave Policy](#)
 - c) Finance Documents (Finance/Audit Committee meeting 1/9/19)
 - i) [December Finance Report-](#)
 - (1) Discussed role of Finance Committee- key financial indicators rather than the reports presented as is. Decided to on presenting both with the Finance Committee giving recommendation.
 - ii) [Cash Carry Over](#)



- 5) Finance Report (5:45 - 5:55)
 - a) General report- Tony- big items, such as building purchase, salary schedules, budget, etc that the board should be involved in can be discussed here. Frank- any projected deficits- these should be included. Leslie- change this section to Finance Committee Report.

- 6) Board Development (5:55 - 6:15)- Important for onboarding. Take action next time
 - a) Distribution of [bylaws](#)- Make corrections. Board has been reviewing. Change date of officer elections. Go in to this in depth at Aug retreat. Make changes to fit this boards needs better.
 - b) External Board Training- Leslie shared Guidance. PED will be offering evening board trainings as an option. May also be weekends and online in the future.
 - c) [Schedule Draft for the Board to Discuss](#)- Hugh
 - i) Jaqi- suggests customizing for Siembra and taking action at next board meeting.

- 7) Executive Director's Report (6:15-6:35)
 - a) Learning Updates
 - i) Staff development- With network and FFE. Did tuning protocol to tune projects since teachers design own curriculum. Looked at student work to identify the best way to support student learning and developing mastery. Jaqi also doing PD, especially finances.
 - ii) Student learning-
 - (1) Trimester 1, 11th graders doing marketing piece on homeless center for youth. Students had opportunity to speak at event for this, on what they have been involved in.
 - (2) This week started on first ever dual enrollment class- Entrepreneurship 101 through CNM.
 - (3) Focusing on student internships. A student will do half the time at FFE and half at media desk and document experiences of student interns.
 - b) [Spring APS Site Visit](#)- board members welcome to attend
 - i) Finance: February 7th, 2019 1:00 - 3:30
 - ii) Special Education: February 27th 12:30 - 3:30
 - iii) Compliance & Corrective Action Plan Review: March 19th 12:30 - 2:30
 - c) [Corrective Action Plan \(CAP\) Update](#)
 - i) Fall 2018 SpEd Site visit (10/24/18)
 - (1) [Report](#)- attached
 - (2) [Letter](#)- One item of concern, related to IDEA B. Letter attached.
 - d) Enrollment/recruitment - for Staff & Students- continuing to recruit for students. Now around 120 students. New teacher, Patrik, fitting right in with staff and students.
 - i) Director of Student Support Position- discussed hiring process for this position. After 12 interviews narrowed down to this person, Flavio. A great fit for the school.



8. Board Discussion and Action Items for Board Approval (6:35-7:00)
 - a. Calendar of benchmark(s)- should have been a discussion item. Action will be moved to next meeting.
 - b. [Executive Director Evaluation Policy](#) and [Proposed Executive Director benchmarks for formal evaluation](#). Hugh- See attached document. Calls for exec session with Jaqi to go over benchmarks. Charlie- how to know that things are happening? Jaqi proposed giving suggestions of what she can provide as evidence. Charlie- poss meet with staff etc. Jaqi- good to also talk to students. Hugh suggested using Strategic Initiatives Document discussed earlier. Charlie 1st, Frank 2nd, all in favor.
 - c. Discussion: documentation for board members (dates starting, training certification)
 - i. Start dates and timing for Board members- tabled for action at future meeting
9. Items for Future Agenda
 - a. Board binder(s) to include recruitment and schedule
 - b. Board email correspondence- good to work toward having emails for members for board business.
 - c. Building/facilities planning, Siembra foundation- Jaqi- at halfway point in lease. Owners offered to sell Siembra the building. Looking into it with lawyer and architect to do study of building on how to better use the space, # of kids to hold, how/when to use night school, when to get second location? Tony- working on long term strategy for building. Some things need to take place to make this happen, such as a foundation. Lawyers he knows can guide school through the process.
 - d. [Performance Framework](#) presented by Dr. Joseph Escobedo, our APS Authorizer (March)
10. Public Input (limited to 3 minutes per person)
 - Carl- to set up field trip for kids to see legislature in action. SBDC to hopefully do presentation to students.
12. Announcement of next meeting: Wednesday February 20th, 2019, 5:30 pm to 7:30 pm
13. Adjournment- Frank 1st, Leticia 2nd, all in favor

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format is needed.