



Siembra Leadership High School Board Agenda
524 Central Ave. SW
Albuquerque NM, 87102
May 15, 2019 5:30 PM

Members Present: Charlie Wisoff, Carl Garcia, Leticia Bernal, Frank Mirabal, Vanessa Roanhorse (on phone)

Absent: Antionette Tellez Humble, Frank Mirabel

Staff:, Jaqi Baldwin, Flavio Lopez, Corinne Teller, Betty Sealley, Kirsten LaVolpa, Louis Gonzalez

Guests: Hugh Prather, Tony Monfiletto, Glenn Fellows, Tom Jenkins, Anne Tafoya, Grace Frey, Annalicia Diaz

Minutes Taken By: Anne Tafoya

Meeting Minutes

- 1) Call to Order at 5:35 - Announcement of the Meeting in Accord with the Open Meetings Act
- 2) Roll Call was taken before the approval of agenda
- 3) Acceptance of resignation of Antionette Tellez-Humble

Action Item: Leticia Bernal made the motion to approve the resignation of Antionette Tellez-Humble. Charlie Wisoff seconded the motion. The motion passed unanimously.

- 4) Approval of Board Members Glenna Voight (effective July 1, 2019)

Action Item: Leticia Bernal made the motion to approve the addition of Glenna Voight as a Board member (effective July 1, 2019). Charlie Wisoff seconded the motion. The motion passed unanimously

- 5) Approval of Agenda

Action Item: Carl Garcia made the motion to approve the April agenda, Charlie Wisoff seconded the motion. *After items were changed in the sequence on the agenda to accommodate Vanessa Roanhorses schedule. The motion passed unanimously.

- 6) Real Estate Update and Clarifying Questions

- a. Tom Jenkins

- i. Explained the current lease structure
- ii. Owner of building has put building up sale-Owner is working with Tom Jenkin and Jaqi Baldwin
- iii. Building is valued at 1.3 million
- iv. If a 501 c 3 Foundation is formed the owner would agree to sell for 1.050 million \$250.000 tax exception (in kind contribution) which would equal the total value of 1.3 million
- v. Tony Monfiletto explained he has worked with the right people who have experience in setting up the sale correctly ie; ACE building
- vi. Would have to find a lender
- vii. Charlie suggested that the board write up any additional questions (in interest of time)

- b. Glenn Fellow, SMPC Architects

- i. Lease was \$6,666.67 a month
- ii. Lease increase to \$11,666.67
- iii. There will be space for expected growth

- iv. Glenn noted that all the information is in the report* (additional handout) provided to board members
 - Is there a backup plan if negotiations do not go through? Yes
 - The Foundation Board is being assembled and paperwork is being submitted (501 c 3) fast tracked
 - c. Audit/Finance Committee report
 - i. Jaqi Baldwin reported on all the recommendations and changes that are being made to the school policies
 - ii. There is an agreed upon plan in place
 - iii. The school is going to address each CAP and make sure that it is taken off and cleared in time for re-chartering (qualifying early -timeline is 2019-2020)
 - iv. Even though the graduation rate is not a good percentage, the state is interested in the fact that Siembra is an entrepreneurial and re-engagement school
 - v. Jaqi Baldwin needs board members to attend a meeting with her – (Carl Garcia)
 - d. Corrective Action Plan update
 - i. APS Board Meeting Brief 1
 - ii. APS Board Meeting Brief 11
 - iii. APS Board Meeting Brief 111
 - iv. APS Board Meeting Brief 1V
 - e. Audit/Finance Committee report out
 - f. Report on Finance consent agenda items
- 7) Consent Agenda
- a. Approval of Minutes of the April, 2019 Meeting
 - b. March Financial Report
 - c. BAR1
 - d. BAR 11
 - e. Cash Transfer Request

Action Item: Carl Garcia made the motion to approve the Consent Agenda. Charlie Wisoff seconded the motion. The motion passed unanimously.

- 8.) Board Development
- a) Board training requirements July 1- June 30- new members need 10 hours and previous members needs 8 hours
 - b) Board Training is required to be in compliance or could get a CAP at the next audit
 - c) Upcoming opportunities
 - a. June 20-21 – PED Conference
 - b. The school will pay for training if a request for payment is submitted
 - d) Board self-evaluation
 - a. This form helps a good board improve
 - b. Look at survey results
 - i. Over all the results were helpful and had constructive comments for improvement
 - ii. There is a suggestion that attending board training during Board meetings should count towards training hours
 - iii. This information is good for reflection or used as an agenda item in the Board retreat- (set board goals)
- 10.) Executive Director’s Report
- a) Entrepreneurial Curriculum Development
 - b) Facilities
 - c) Strategic Planning
 - a. 5 goals for 2019-2020
 - i. Re-chartering

- ii. Facility that meets growth
 - iii. Enrollment – Staff and Students
 - iv. CAP
 - v. School integrated into Larger Economic Ecosystem of ABQ
- b. Jaqi Baldwin will flesh out objectives with these goals

11.) Items for Board Action & Discussion

- a. Board discussion and approval on board chair
- b. Glenn Voight will think about accepting the Board Chair position as she gets more familiar with the daily operations.
- c. Charlie Wisoff needs to be added as the bank signer – a vote is required

Action item: A motion was called to authorize Charlie Wisoff as a bank signer. Carl Garcia made the motion to authorize Charlies Wisoff as bank signer. Leticia Bernal seconded the motion. The motion passed unanimously.

Entrepreneurship curriculum, partnerships, potential committee

- d. Board members would like to be more engaged in the entrepreneurship piece of the school – this is moving forward and meetings are taking place
 - i. Vanessa Roanhorse explained – Color Theory
 - ii. Funding has been acquired
 - iii. Siembra could take a leadership role and develop a curriculum
 - iv. Bring in more partnerships
 - v. Pipeline between Siembra and UNM Innovate
- e. Charlie Wisoff would like to officially set up meetings for the committee once a month (2 board members only right) Leticia Bernal- Charlie Wisoff
 - i. Jaqi Baldwin will send an email regarding times of the meetings
- f. Executive Committee- Charli Wisoff currently is the only member that sits on the committee
- g. Board Retreat- scheduling a date and preliminary discussion of agenda
 - i. Tentative date- July either 4 hours or a full day – Suggest a Doodle Poll on potential dates July 22, 23 and the week of 29th
 - ii. Jaq Baldwin will send out the Doodle Poll
 - iii. Charlie Wisoff and Jaqi Baldwin will draft an agenda and ask for feedback
- h. Continue to do board recruitment – Committee, public and staff were encouraged to think of individuals who would make additions to the Board.

12.) Public Input N/A

Items for future meeting

Approval of revised internal control and hiring policy (ies)
 Retreat calendaring
 Executive contract approval
 Entrepreneurial Committee

Announcement of next meeting: June 19, 2019 5:30 PM- 7:00 Siembra

Adjourned- 7:06 pm

