



**Siembra Leadership High School Board Agenda**  
**524 Central Ave. SW**  
**Albuquerque NM, 87102**  
**September 11, 2019 4:00-5:30 PM**

**Members Present:** Charlie Wisoff, Carl Garcia, Glenna Voight

**Absent:** Leticia Bernal

**Staff:**, Jaqi Baldwin, Flavio Lopez,

**Guests:**, Glenn Fellows, Tom Jenkins, Anne Tafoya, Grace Frey, Annalicia Diaz

**Minutes Taken By:** Anne Tafoya

### **Meeting Minutes**

Call to Order at 4:05 - Announcement of the Meeting in Accord with the Open Meetings Act  
Roll Call was taken before the approval of agenda

#### **Approval of Agenda**

**Action Item:** Carl Garcia made the motion to approve the September agenda, Charlie Wisoff seconded the motion. The motion passed unanimously.

#### **Board member Changes**

It was reported that Vanessa Roanhorse has resigned and in her place she has recommended Alex Horton as a replacement. Alex is a graduate of Highland HS and is a young entrepreneur running the International District Economic Development Center. He has ties to Siembra and is excited about being on the board

**Action:** A motion was made to approve the appointment of Alex Horton to Siembra Leadership HS Board. Glenna Voight moved to approve the appointment of Alex to the board. Carl Garcia seconded the motion. The motion passed unanimously.

#### **Update on Kelly Callahan**

The school is contracted with the organization that Kelly works for. So she is working out whether or not it is a conflict of interest for her to be on the board in a board capacity. Kelly will be able to work with us either way. If she gets the green light she will be on the board. If not she will still attend 5 board meetings throughout the year and help with policy development. This could count as board training.

#### **Executive Director Report**

Jaqi Baldwin reported that for the first time the school is fully staffed. Jaqi expressed that she is very clear on her role of supporting the right people in the right positions. Providing support through leadership is essential to carry out the mission, vision and values of the school, as well as setting up structures and spaces to do the work. The staff is completely focused and committed to curriculum development. Big goals are recruitment and retention, so by shifting intention and focus the result is that not one student has withdrawn this new school year. The intervention is supported by examining the data, addressing the issues and then implementing specific tools and practices. Additional good news is that the school is receiving kudos and acknowledgement for its uniqueness for being the only entrepreneurial APS charter school. Will be represented at the School Choice Fair. Siembra has been asked to have seat at the table for Charter Design Team. This is an opportunity to share our perspective and voice how we work with the young people we work with and how we influence the ways schools are created.

Jaqi gave an update on the Foundation Board- after the Foundation Board meeting it was decided that the purchasing of the building would not move forward at this time, instead the non-profit piece will be set up. There is a lot of legal requirements and filling the board with the right members with specific skill sets.

The grant reporting and submission process is will under way and hoping that additional funding will come through to move the school forward towards the goals.

- 1) Audit/Finance Committee report
  - a. Financial graphs were created
    - i. Some clarifying questions were asked and it was proposed to make the graphs visually easier to understand.
  - b. Finance an Audit Committee Meeting took place prior to the board meeting
    - i. Reviewed reports from last year as well as June and July financials
    - ii. All processes and money paid out is questioned and examined
    - iii. Prepared procedures based on recommendations
    - iv. Will get clarification that all policies are being followed
    - v. Preparing for the audit that will take place in October
  - c. Budget Revision work
  - d. Contract/consulting service provider procedure
  - e. Internal audit finding (Betty is doing an internal audit)
- 2) Community Engagement Director Report
  - a. Student Recruitment
  - b. Paid Internships
  - c. Community Partnerships- helping with student engagement helps retention
- 3) Student Support Director Report
  - a. Intake assessments
  - b. Attendance Data
  - c. Exit Interview
  - d. Dual Enrollment
- 4) Special Education Director Report
  - a. SpED snapshot
  - b. Site visit
  - c. Program overview
  - d. STARS reporting
- 5) Curriculum, Instruction & Assessment Director Report
  - a. Overview of entrepreneurial projects-work with teachers
  - b. Senior Capstone
  - c. Entrepreneurial curriculum and committee and retention
- 6) Board Development
  - a.
- 7) Consent Agenda
  - a. Approval of Minutes of the July, 2019 Meeting
  - b. June Financial Report
  - c. July Financial Report
  - d. 4<sup>th</sup> Quarter Reports
  - e. BARS

**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 self-evaluation
- 10.) Executive Session

12.) Public Input N/A

**Items for future meeting**

Announcement of next meeting: October 9, 2019 4:00-5:30 Siembra

Adjourned- 7:06 pm

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