



Siembra Leadership High School Board Agenda
4/07/16
5:30-7:30 PM
FatPipe Co-working Space
200 Broadway NE
Albuquerque NM, 87102

Meeting called by: Moises Padilla

Members Present:

Quorum: X

 X Daniel Trujillo, Treasurer

 X Russell Combs, Co-Secretary

 Taylor Chavez, Co-Secretary

 X Eddie Tabet-Cubero, Member

 Javier Martinez, Member

----- Agenda -----

1) Open Meeting – Meeting is declared in session by Moises Padilla at 5:55pm.

2) Approval of agenda *

Reviewed agenda. Russell Combs makes a motion to approve the agenda. Daniel Trujillo 2nd the motion. Motion carries 3 to 0 with 2 members absent.

3) Approval of minutes*

Eddie Tabet-Cubero makes a motion to approve the 2/25/16 minutes as written. Russell Combs 2nd the motion. Motion carries 3 to 0 with 2 members absent.

4) Public Input (limited to 3 minutes per person)

No one attending for public comment.

5) Executive Director Report

- Siembra Facility Update... Tony Monfiletto briefly overviewed the current status of the Anasazi building lease. Lawyer drafted lease is now in the hands of building owner pending response/approval. Pickup/drop off of students at that location is being addressed. Moises Padilla is working with APS, Mark Tolly, to arrange student transportation if at all possible. Board has requested an out of cycle meeting to review lease if approval is required before next board meeting.
- Hiring Status... Amber Reno, Siembra Curriculum Director, started her professional development this week. The Student Support Director position is now closed. Moises Padilla received a total of 7 applications. The teaching positions are posted on the APS site. Interviewing/hiring of teachers will begin immediately and continue as applications are received.
- Daniel's Fund Grant Update... 1st half of gift has been received. Siembra Leadership bank account will be opened at NM Bank & Trust on Tuesday, April 12.
- Board Recruitment... Moises reviewed Board Recruitment details as written in the Siembra charter bye-laws. Discussed the need to address what representation gaps or skills gaps exist on the board (see matrix). Daniel Trujillo recommends onboarding of someone from the Andersen School of Business. Russ requested a process for board member recruitment, requiring background checks. Moises Padilla and Russ will work together to develop board recruitment

process before moving forward. Moises will send out update/notes to all board members once initial process is developed.

	Finance	Legal Government	Education	Industry	Community	Youth
TRUJILLO	X					
MARTINEZ		X				
TABET-CUBERO			X			
COMBS				X		
CHAVEZ					X	
ARANDA						X

- Anderson Partnership... Moises Padilla met with Dean Smith to build a future partnership. Expressed excitement about funding and partnership opportunities and how rewarding it will be for Siembra students. Anderson has joined Siembra as a partner.
- Confidentiality Agreement... Tony Monfiletto and Moises Padilla met with the lawyer this week to discuss confidentiality agreement and actions moving forward. Lawyer will provide a process to use when working with media. Discussion identified that a clear media strategy is required and Moises expressed the need to communicate permanent school location during student recruitment.

6) Policies Adopted and Voted on/Other Items

- Finance Director Contract*... Moises Padilla shares contract for Corinne Teller, Siembra Leadership Business Manager, for upcoming school year, July 1 – June 30 2016. To assure commitment to Siembra needs, Moises will build in a performance review with Daniel Trujillo's input. Performance review will be done in October. Moises and Tony to discuss details further. Russell Combs motions to approve Corinne's contract as written. Eddie Tabet-Cubero 2nd motion. Motion passes 3 to 0 with 2 members absent.
- Temporary Board President*... Moises reviewed the governing board responsibilities with those present. Members discussed who could take on the role as Board President. Russell Combs moves for Eddie Tabet-Cubero to take on the Board President position effective immediately. Daniel Trujillo 2nd the motion. Motion carries 3 to 0 with two members absent.
- Approval of Salary Schedule*... Salary schedule provided by Corinne Teller was reviewed. Daniel Trujillo makes a motion to approve the salary schedule. Eddie Tabet-Cubero 2nd motion. Motion carries 3 to 3 with two members absent.
- Approval of School Year Calendar*... Siembra Leadership 2016-2017 School Year Calendar was reviewed. The 6.5-hour day schedule starts August 10th. Siembra will run in trimesters. Russ Combs makes motion to approve the School Year Calendar. Daniel Trujillo 2nd motion. Motion carries 3 to 0 with two members absent.
- Warrant Affidavit Approval*... Corinne Teller, Siembra Business Manager, reviewed the Warrant Affidavit with board members. As written, the Executive Director is allowed to approve vouchers for payment prior to a board meeting review. Russ Combs requested that Corinne redraft the document with an amendment stating that expenditures shall be within internal written control policies and procedures. Corinne to send updated version to board members via email prior to signature approval. Russ Combs moves to table approval of document until language is changed. Eddie Tabet-Cubero 2nd motion. Motion carries to table

document approval, 3 to 0 with 2 members absent.

- Board Member Approval*...This decision will be tabled until process is developed.
- Second Check Signer*...Daniel Trujillo recommends Russell Combs to be second check signer on Siembra Leadership bank account. Daniel Trujillo motions Russ Combs to be second signer on account. Eddie Tabet-Cubero 2nd. Motion carries 3 to 0 with two members absent.

7) Items for Future Agenda

- Resolution of audio and/or video attendance to be accepted as a quorum during board meetings.

8) Announcement of next meeting

Siembra Board to reconvene on April 15, 2016 to review/approve Siembra 2016-2017 budget and the updated Warrant Affidavit. Meeting will be held at IOTA building at 9:00am.

9) Adjournment

Daniel Trujillo makes a motion to adjourn the meeting. Eddie Tabet-Cubero 2nd motion. Meeting was adjourned 7:36pm.

* Indicates Action Item

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Siembra Leadership High School Administration at 505-681-0284 at least forty-eight hours before the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Siembra Leadership High School Administration at 505-681-0284 if a summary or other type of accessible format is needed.