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

Wednesday May 20th, 2020  
4:00 pm - 5:30 pm

May Regular Meeting Agenda

1. **Call to Order.** Meeting called to order at:______________ by ______________.

2. **Roll Call.**  
   ___ Charles Wisoff, Chair & Secretary  
   ___ Carl Garcia  
   ___ Glenna Voigt  
   ___ Alex Horton  
   ___ Kelly Callahan  
   ___ Shayne Huffman  
   ___ Melody Brown  
   ___ Quorum

3. **Approval of Agenda.**

   **MOTION:** To approve May board meeting agenda.

4. **Finance Committee Report (4:05 - 4:15) (Carl, Shayne + JB)**  
   Larger connection to long-term organizational financial solvency

   **Members:**  
   a. Jaqi Baldwin - SLHS Executive Director  
   b. Carl Garcia, Board Member & Parent  
   c. Kay Girdner, School Business Expert/Volunteer  
   d. Shayne Huffman, Board Member  
   e. Betty Seeley - Contract Finance Consultant  
   f. Diane Gunn Miles - SLHS Finance Director
5. **Executive Self-Evaluation** *(4:15 - 4:35)*  
   a) Updated Retention Data connected to 2019 - 2020 Board Retreat  
   b) Competencies  
      1. Board Relations  
      2. Communications  
      3. Staff Relations  
      4. Community Relations  
      5. Instructional Leadership  
      6. Organizational Management  
      7. Values & Ethics  

6. **Board Development** *(4:35 - 4:50)* *(Kelly)*  
   a) 2019-20 Governing Board Training Hours Report  
   b) Policy Assessment Process  
   c) 2020-21 Board Training Discussion  

7. **Consent Items** *(4:50 - 5:00)* *(Charlie + JB)*  
   a) April Board Meeting Minutes  
   b) March Financials  
   c) BARS thru year end to balance budget as necessary  

**MOTION:** to approve the consent agenda items  

10. **Public Input** - limited to 3 minutes per person *(5:00 - 5:05)*  

11. **Items for future meetings:**  
    a) Summer work to include policy development and planning for 2020 - 2021 Board Retreat  

12. **Announcement of next regular board meeting:** Regular board meeting will not be held in June. A follow-up board meeting may be scheduled as necessary pending summer Special Legislative Session.  
    Placeholder for Special Meeting re: Legislative Session: Wednesday June 24th, 2020  
    Placeholder for Board Retreat: Wednesday July 29th, 2020 (roughly four hours)  

13. **Closed Session for Executive Direct Evaluation** *(5:05 - 5:30)*
14. Adjournment

MOTION: to adjourn

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 505-570-3213 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 505-570-3213 if a summary or other type of accessible format is needed.

***In adherence to statewide social distancing/stay-at-home orders, all board and committee meeting will take place virtually. Please e-mail j.baldwin@siembraabq.org for further virtual meeting details.
Siembra Leadership High School
Board Meeting
524 Central Ave. SW
Albuquerque NM, 87102
Wednesday May 20, 2020
4:00 pm - 5:30 pm

May Meeting Minutes – Zoom Virtual Meeting

Attendees: Charlie Wisoff- Chair & Secretary: Carl Garcia, Glenna Voight, Kelly Callahan, Shayne Huffman, Melody Brown

Absent:
Staff: Jaqi Baldwin, Diana Gunn Miles, Betty Seeley, Melissa Govea-Santana, Tony Monfiletto
Minutes taken by: Anne Tafoya

Charlie Wisoff called the meeting to order at 4:06 p.m.
Roll Call was taken and there was enough council members for a quorum

I. Approval of May 2020 agenda

MOTION: Carl Garcia moved to approve the April board meeting agenda. Charlie Wisoff seconded the motion. The motion passed unanimously.

II. Executive Director Report

III. Entrepreneurial Committee

IV. Finance Committee Report
Diane Gunn Miles reported that the Finance committee met to review the general entries and all the BAR’s to balance the budget by end of year. We shifted our work and focus to the big piece of the budget. Diane noted that there will not be a Finance Committee meeting until after the special session.

V. Board Development
Kelly Callahan reported that she has a training tracker that she will send to the PED. Returning council has 11.5 (training hours). The 4 newest members have completed the 7 hours that are required by the PED, the additional hours needed will be done throughout the year through the board development section of the meetings. For the 20-21 school year Kelly mentioned that she is looking at someone to take over the board training process.

VI. Policy and Development
Kelly requested that she has access to the school policies so that she can review them.

Questions/Comments
• Charlie commented that it might be good to have formal training. Kelly said she would reach out to Diane, Betty and Jaqi develop financial training (maybe to take place at the July retreat) as a recommendation.
• Shayne suggested an onboard training process
  o Incorporate training elements for a great foundation on the rest of the year.
• July 29th retreat (second week back with staff)

VII. Consent Items
  a) April Board Meeting Minutes
  b) March Financials
  c) Instructional Materials
  • Allotment for instructional materials
  d) BARs
  • There were 20 BARS most of them were for maintenance
  • Kelly asked Diane to explain a Blanket BAR
    o Moving money within the budget so that it stays balanced

VIII. Action item
Kelly Callahan made the motion to approve the May consent agenda as presented. Carl Garcia seconded the motion. The motion passed unanimously.

IX. Public Input
There will not be a June Board meeting, a follow up meeting may be scheduled as necessary pending the Summer Special Legislative Session.
As a place holder Wednesday July 29th (4 hour) board retreat, which will count as a (board) meeting.

MOTION: Carl Garcia motioned to adjourn the meeting. Charlie Wisoff seconded the motion. The motion passed unanimously.