July 2020 Special 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 July Special board meeting agenda in response to Summer 2020 Special Session.

4. Executive Director Report (4:05 - 4:25)
   a) Facilities update
      1. Focus on 116 Gold
      2. Architectural study(ies) completed
      3. Estimates from Klinger Construction with two options completed
      4. Financing through seller (McCune) in progress
      5. Internal finance meetings weekly re: building finance (Betty, Diane, Tony + Jaqi)
   b) Re-entry Update
      1. Assurances document due to Public Education Dept. & APS tomorrow. Doc is completely and
2. Assurances document from Health & ACE reviewed
3. Feedback session with families took place last week
4. Feedback session with staff took place last week
5. Hybrid schedule options completed
6. Safe social distancing floor plan completed
7. Continued weekly work with PED + Superintendents + charter leaders
8. Continue weekly work with APS + APS Charter Leaders
9. Planning & prep time
   a. Leadership team came back Monday
   b. rest of school staff comes back July 23rd
   c. students return August 12th
   d. student + family onboarding day August 12th - 14th
10. Planning & prep time
    c) Revised Salary Schedule
    d) Revised School Calendar

7. Consent Items (4:25 - 4:35)
   a) Revised Salary Schedule
   b) Revised School Calendar
   c) End of FY Maintenance budget adjustment requests
      i) BAR #45
      ii) BAR #48
      iii) BAR #49
      iv) BAR #50
      v) BAR #51

MOTION: to approve the consent agenda items

10. Public Input - limited to 3 minutes per person (4:35 - 4:40)

11. Items for future meetings:
    a) Recruitment
    b) Charter Renewal
    c) Strategic Planning

12. Announcement of next regular board meeting: Board Retreat on Thursday September 3rd, 2020 at
14. **Adjournment**

**MOTION:** to adjourn

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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 July 14, 2020
4:00 pm - 5:30 pm

July Meeting Minutes – Zoom Virtual Meeting

Attendees: Charlie Wisoff- Chair & Secretary: Carl Garcia, Glenna Voight, Kelly Callahan, Alex Horton, Melody Brown
Absent: Shayne Huffman
Staff: Jaqi Baldwin, Diana Gunn Miles, Betty Seeley, Melissa Govea-Santana,
Guest: Hugh Prather
Minutes taken by: Anne Tafoya

Charlie Wisoff called the meeting to order at 4:00 p.m.
Just a note that this is an abridged board meeting given the special associate session with the legislature, there is some things that we need to make sure get approved on time. And that's why we're having this meeting, and we are going to postpone the retreat until August.

Roll Call was taken and there were enough council members for a quorum.

I. Approval of July 2020 agenda
MOTION: Carl Garcia moved to approve the July board meeting agenda. Charlie Wisoff seconded the motion. The quorum indicated aye. The motion passed unanimously.

II. Director Report
Jaqi Baldwin explained that this is a special board meeting that will include a report out, and also some consent agenda items that need to take place before the school year starts. Jaqi stated that there are a few things that are important to share regarding the facilities and the school reentry plan.
Jaqi reminded the council that there was a proposal to purchase the 524 Central location. However, there have been several issues with the homeowners association at this location, with the most concerning being targeting students, particularly young men of color around the protests and different vandalism that happened at the school that the kids had nothing to do with. So, after much thought the idea was to pivot and focus on purchasing the facilities at 116 Gold. The school would occupy 12,000 square feet on the second floor. SMPC Architects has completed textual studies, and Cleaner constructions is preparing two different options for renovations. Anticipated move in timeframe is between April and June of 2021. With regard to financing we had previously been looking to go through New Mexico Bank and Trust what we're looking at right now is a potential finance to the seller or the owner, which is the McCune Foundation, and they've been a supporter of our work which is great. I want to reassure you that internal finance meetings are happening weekly, regarding building finance to look at what's our cash carryover, especially given recent changes in the session, and to also look at how does how HB 9 and SP 33 fit into everything.
Jaqi continued her report with an update on the school re-entry plan. There is a large document that has to be turned into the Public Education Department and APS, every district and charter school has to provide this document.

Jaqi explained that it is very similar to the document that was developed last spring when all this first happened. Jaqi assured the council that this document is complete and has been reviewed and signed by Charlie. Jaqi expressed that it was very important that she collaborate with the other Leadership schools and receive feedback from families to hear their concerns. She stated that she did a receive a solid social distancing floor plan recommendation from PED, with no more than 50 students (50% of student body) attending classes on campus at any given time. Jaqi said that every single week she has been working with PED, and other school leaders to work through the re-entry plan, as well as the APS authorize and APS charter leaders.

The staff will start back on July 23rd and the students will come back August 12th. There will be three days of on boarding, students along with families, so they can get oriented to the model. Right now, the school is directed to come up with a hybrid plan that includes some time on campus and some time off campus for kids. We have that plan developed so that if the school has to close again get called again, to be prepared either way, so there are a lot of moving parts.

Next Jaqi explained that the salary schedule has also been revised, initially there was a 4% raise set to take place. After the special session that has gone down to 2%. Jaqi reminded the council that Diane had run various scenarios, showing what the budget would look like at 1%, 2%, 3% and 4% raise.

Jaqi reported that there is a mandate for our all schools to make up for last time that took place in March, and we had to add 10 additional calendar days on top of our instruction days from the 2018 2019 school year. Jaqi requested that the council approve that calendar that includes additional days.

**Questions/Discussion**

- One, going back to the building purchase, will Henry recuse himself from the process if there any conflict of interest there considering he's staff McCune and he's also on the foundation board?
- We have addressed that, and the work we've done around that conflict, Henry has indicated that if it proceeds to the point where any decisions by the foundation need to be made, he will recuse himself because of his role in the McCune foundation. But at this point it’s a moot issue.
- Has the finance committee had a chance to meet and review the new finances.
  - No, not yet
- What was the decision to find another location for the school?
  - There was some issues after some windows were broken, with who would pay for the damage, and then there was the consideration of keeping students safe.
- Have you determined who the students are that will need internet access?
  - Yes, a survey was sent out to the families and we have identified low cost resources.
- Alex added that even thought the Entrepreneurial committee hasn’t been meeting at this time, but is there a way that we can be helping?
  - Jaqi acknowledged the help that Alex has already provided, by connecting her with resources and assured the council that the committee meetings will resume.
  - Alex also offered his facilities if students need a place to go to study (In the International District area).
- Have there been any challenges with the process of purchasing the building?
  - Jaqi reported that she has been working with Rick Renni and Wendy from McCune Foundation, they gave the school a grant in the first year and have been supporting the school. The mission at McCune is to revitalize the downtown area, so they have been working with Three Sister’s Kitchen (also at 116 Gold) and being very transparent about new tenants and potential collaborators.
Consent Agenda
There was a motion to approve consent agenda items A through C.

Vote:
Glenna Voight moved to approve consent agenda items A through C. Kelly Callahan seconded the motion. *
Before the vote was approve, Kelly asked Diane to explain the maintenance BARs, yes they are all maintenance BARs, just for cleanup.
All in favor- The AYE’S have it, the motion passes unanimously.

Public Input:
N/A
Kelly added for FYI – Public Input is not required by the Open Meetings Act, the board made the decision that they wanted it available. During this time of COVID- an email can out to potential attendees and they receive a Zoom link, so they have the choice to attend the meetings.

Items for Future Agenda
- Recruitment charter renewal
- Strategic planning
- August Retreat (4 hours)- if any one has a topic they want to discuss please let Charlie or Jaqi know
  - Kelly could provide training
  - Filling role leads
  - August 26th may be the potential date or September 3rd 2-6
- Committee meetings should start up again

Announcements
Charlie announced he will step down from the board chair role (having a baby in January), he would like to reduce his duties. If anyone is interested in the Chair role, please let Jaqi or Charlie know.
Diane reported that she needs to have a policy approved by the board by August 14, regarding Title 9. Kelly suggested that a phone meeting could take place to approve this policy.

Adjourn
Carl Garcia made a motion to adjourn the meeting. Charlie Wisoff seconded. The motion passed unanimously.