1) CALL TO ORDER (in accordance with the Open Meetings Act)

2) ROLE CALL 5 minutes
   ___ Carl Garcia, Board Chair
   ___ Kelly Callahan, Board Secretary
   ___ Glenna Voigt, Vice Chair
   ___ Shayne Huffman, Treasurer & Executive Committee
   ___ Melody Brown, Audit Committee
   ___ Natalie Sommer, Entrepreneurial Committee
   ___ Sommer Smith, Entrepreneurial Committee
   ___ Daniel Gutierrez, Entrepreneurial Committee

   ___ Quorum

3) APPROVAL OF AGENDA

MOTION: To approve the JUNE Board Meeting Agenda

4) Public Input: (capped at 3 minutes per public member)

5) Finance Committee Report Out 10 minutes
   a) May meeting recap (Shayne Huffman, Board Treasurer): Regular Monthly Finance Committee Meeting took place on Tuesday May 25th, 2021. Regular monthly business was discussed and reviewed following a set AGENDA to include: April 2021 Financials (YTD budget analysis, bank deposits & disbursements, and journal entries); Budget Adjustment Requests (BARs); monthly Finance checklist for March; and bank statement and reconciliation.
   b) Site Visit
Reflections on audit and corrective action plan
Updated CAP
Updated Internal Control Procedures
c) Executive Finance (Jaqi Baldwin, ED):
   ● Implications for meeting cash carryover projections (883K)
   ● Facilities & Foundation Update:
   ○ Foundation Board Meeting took place on 5/5/21
   ○ 606 Central - LOI
   ○ 301 Central - Appraisal

6) Executive Committee Report Out, Training & Discussion 10 minutes
   (Carl Garica, Board Chair, Kelly Callahan, Board Trainer & Secretary, Glenna Voigt, Vice Board Chair & Jaqi Baldwin, SLHS ED)
   The Executive Committee meeting took place on Monday May 24th, 2021. During this time a draft agenda for this board meeting was reviewed. Discussion items include:
   ● Discussion of adapting Executive Director Evaluation policy for upcoming board retreat

7) Executive Director Report Out 15 minutes, Jaqi Baldwin, SLHS ED
   Graduation Ceremony: Class of 2020 & 2021
   ● Graduate Slideshow Shown at Ceremony
   ● Ceremony livestreamed on Facebook & Siembra Youtube Channel
   Compliance & Accountability with our Authorizer, Albuquerque Public Schools
   ● Spring Site Visit Presentation: May 13th, 2021
   ● Performance Framework Review: May 20th, 2021
   ● 2021 - 2026 Certificate of Authorization
   ● Contract with APS & Siembra will need to be signed over the summer by Carl and Jaqi

8) Consent Agenda Items 5 minutes
   1. April Special Board Meeting Minutes - 4.28.2021
   2. May Regular Board Meeting Minutes - 5.5.2021
   3. April Financials
   4. BAR: 75 - Increase BAR Title I Supplies $5,000
5. **BAR: 76** - Maintenance BAR Operational Fund  
6. **BAR: 77** - Maintenance BAR Distance Learning Fund  
7. **BAR: 79** - VOIDED  
8. **BAR: 80** - Adjusted by the PED - Initial BAR CRRSA Fund $160,768  
10. Policy: [Attendance](#)  
11. Policy: [Hard to Fill Positions](#)  
12. [Updated Internal Control Procedures](#) (Addendum to Internal Control Policy)

**MOTION: To approve the consent agenda items 1 - 12**

10) Items for Future Agendas  
   ● Update Executive Director Evaluation Policy: at board retreat to streamline process around selected goals  
   ● July Meeting: Annual Resolution (to establish board meeting days throughout the year)  
   ● Annual Retreat & Strategic Planning (August/September)  
   ● Finance Checklist Training (2021 - 2022)

11) Upcoming Board Meetings  
   ● **Regular July Board Meeting**: Wednesday July 7th, 2021 from 4:00 - 5:00 pm  
   ● **Executive Committee Meeting**: Monday June 28th, 2021 @ noon  
   ● **Entrepreneurial Committee Meeting**: Entrepreneurial Committee Meetings resume in September 2021  
   ● **Finance Meeting**: Tuesday June 29th, 2021 from noon to 1 pm

12) Executive Session: Closed Session to address limited personnel matters; pursuant to OMA 10-15-1 (H)(2). Executive Director Evaluation

**MOTION: To enter into closed session to address limited personnel matters**

13) Reconvening: We are now reconvening to open session and the only matters discussed during closed session included limited personnel matters.
14) Adjournment

**MOTION: To adjourn the regular Board Meeting**

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 meetings will take place virtually. Please e-mail j.baldwin@siembraabq.org for further virtual meeting details.***
Regular Monthly Board Meeting: JUNE 2021

Date: Wednesday June 9th, 2021
Time: 4:00 pm - 5:30 pm
Zoom Link: https://nmhu.zoom.us/j/932906361

Attendees: Chair: Carl Garcia, Members: Shayne Huffman, Glenna Voight, Natalie Sommer, Daniel Gutierrez, Hugh Prather and Melody Brown

Absent: Kelly Callahan and Sommer Smith

Staff: Anna Aguilera, Diane Gunn Miles, Betty Seeley Jaqi Baldwin.

CALL TO ORDER: Meeting was called to order at 4:03

Yes - Quorum was met

APPROVAL OF AGENDA

MOTION:
Natalie Sommer moved to approve the June board meeting agenda. Glenna Voigt seconded the motion. The motion passed unanimously.

Public Input: Hugh Prather

Hugh Prather- Spoke about how he was originally brought on by the previous GC president to do some correction work from APS. His work consisted of training the governing council and to assist with the hiring of the new Executive Director. Another thing he did was set up the 501C foundation board. What is now exciting is that this board is moving along so nicely and able to provide direction to the school. He was happy to announce that they sent out a letter to purchase the 606 Central Building for the school. He also spoke about the work with the Circle of Support and being able to write checks to the winning students of the Senior Showcase.
Diane Gunn-Miles- Spoke about the list of Bars. She wants to make sure all line items are done and completed by the end of June. 9 Bars are left and all are maintenance funds. She also spoke about a blanket approval so that there are no negative bars.

Jaqi Baldwin- Consulted with Kelly about getting bars into meetings and Kelly advised against it. But will have a new GC meeting on Monday to approve BARs and they must put out a 72 hour notice. Must have a quorum of 4. They will calendar at the board meeting at end of this meeting

FINANCE COMMITTEE REPORT -

Shane Huffman provided a brief update on the finance committee at the last meeting. They went over the regular financials and have been working to get everything expended by the end of the Fiscal year.

Diane Gunn-Miles: Stated that at the last meeting they went over the regular financials, she reflected on APS site visit, they went over the regular control procedures, there were very few changes from before they added a checklist to make sure everything is paid out on time. Reconciliation of internal control procedures. Revised internal control procedures like example mail mail.

Jaqi Baldwin: same report out as Hugh regarding 606 Central property, letter of intent agreed and reviewed for the property. Looking at financers, Abq Committee Foundation for about $250,000 and the other one would be La Raza and $250,000 - 350,000 and the money the school has saved up for the down payment.

Made note that Melody Brown logged in about 4:18 PM

Regular monthly business was discussed and reviewed following a set AGENDA to include: April 2021 Financials (YTD budget analysis, bank deposits & disbursements, and journal entries); Budget Adjustment Requests (BARs); monthly Finance checklist for March; and bank statement and reconciliation.

EXECUTIVE COMMITTEE REPORT
Glenna Voigt: Executive committee met about a week ago and it revolved around Executive Director evaluation, they spoke about this last year and how they were not able to get Executive Director evaluation changed and want to do it during the board retreat. The Executive Director evaluation tool right now encompasses every indicator and they want to make it more meaningful and streamlined. They want to have the Executive Director choose a standard and to make it the goal and be able to be more focused around that work on the evaluation. They are trying to polish it out to make the Executive Director evaluation more efficient. They would like to change the bylaws to reflect that the Executive Director can change the goals to her annual evaluation.

EXECUTIVE DIRECTOR REPORT
Jaqi Baldwin: Graduation - Talked about our first graduation ceremony on May 19, 2021 at Civic Plaza - Jaqi Baldwin stated how glad we were able to get a venue during COVID and had the opportunity to be able to honor both classes. Class of 2020 and 2021. Jaqi shared pictures from the photographer.

Jaqi Baldwin: shared that we had the honor of having a parent from each of the classes speak Carl Garciaand Henry Rael. We had students speak and were able to represent each class. One was the first graduate in her family and one was a student (a young parent) from last year. We had the ceremony live streamed for families that could not make it, we had four guests per student, and we had other guest speakers as well. We also had Hakim Bellamy, an ABQ poet laureate, for the closing, he did a poem exclusively for our students.

Jaqi Baldwin, shared the Graduate Slideshow Shown at Ceremony and the link for the Ceremony live streamed on Facebook & Siembra Youtube Channel

Jaqi Baldwin: also shared that she had already jumped into making a plan for next year. A month by month plan, to have in place in the spirit of making it bigger and better every year.

Carl Garcia: stated that we should be proud to whoever put it together, he spoke about how he believes that many students would not have graduated if it were not for Siembra. He said that the work everyone is doing is tremendous and it impacts the students lives.

Daniel Gutierrez: was glad to see the ceremony and it made him feel like he wants to be more involved in this work.
Glenna Voigt: asked Jaqi about a class picture, Jaqi responded that unfortunately we weren't able to make it happen.

Jaqi Baldwin: also shared about how she and many others have their children there. Example she has her nephews, daughter and Carl had his son. This is special work and we were able to honor two students that passed away.

Glenna Voigt: stated that she was able to attend and it was a very special ceremony.

Jaqi Baldwin: then spoke about Compliance & Accountability with our Authorizer, Albuquerque Public Schools

- **Spring Site Visit Presentation: May 13th, 2021**
- **Performance Framework Review: May 20th, 2021**
- **2021 - 2026 Certificate of Authorization**
- Contract with APS & Siembra will need to be signed over the summer by Carl and Jaqi

Jaqi Baldwin: stated that Compliance and accountability is authorized through APS. Our next five year charter term will begin July 2021 and will go through June 2026. We applied and got approved for another five years back in October 2020. Back in 2018 we had no ED and needed to get the school safe and stable, fix it, and needed to get students, staff and a building together. We are at that point and now we will move on to the innovative stage. We had our Spring site visit on May 13, 2021 and had our follow up May 2021. APS asks for a list of things, their asks things that we need to speak to and show them. At this school we have three pillar directors, all women of color, all level three all admin licence. The pillar directors did the site review and provided their presentation, touched on everything and had students at the site visit. From this the authorizer asked our student (Delilah) to speak at a national conference. The pillar directors did an amazing job on this. We met all of our Performance Framework When Jaqi came on board there was so much work that need to be done, and now we are all green and yellow and no red as before. We also got our certificate of Authorization. Contract needs to be signed by Carl and Jaqi and she will let Carl know when to sign it, sometime during the summer. Our one
yellow item was Sped Maintenance and APS gave a yellow to everyone, not just Siembra. Glenna stated tha, not all the information is complete.

Diane Gunn-Miles: spoke about Bar 80 and how the last few days PES adjusted some of the programming needs so we adjusted money and ended up moving it to student computers.

Carl Garcia: asked if there are any implications for moving it over.

Glenna Voigt: stated that CRSSA money and the shift affected every school in the state, so no implications.

Consent Agenda Items:

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10. Policy: Attendance
11. Policy: Hard to Fill Positions
12. Updated Internal Control Procedures (Addendum to Internal Control Policy)

MOTION: Glenna moved to approve the consent items 1-12. Natalie Sommer seconded the motion. The motion passed unanimously.

ITEMS FOR FUTURE AGENDA
Update Executive Director Evaluation Policy: at board retreat to streamline process around selected goals
July Meeting: Annual Resolution (to establish board meeting days throughout the year)
Annual Retreat & Strategic Planning (August/September)
Finance Checklist Training (2021 - 2022)

UPCOMING BOARD MEETINGS
Regular July Board Meeting: Wednesday July 7th, 2021 from 4:00 - 5:00 pm
Executive Committee Meeting: Monday June 28th, 2021 @noon
Entrepreneurial Committee Meeting: Entrepreneurial Committee Meetings resume in September 2021
Finance Meeting: Tuesday July 29th, 2021 from noon to 1 pm

Will be moving into closed session to address limited personnel matters; pursuant to OMA 10-15-1 (H)(2). Executive Director Evaluation

MOTION: Shayne Huffman moved to enter into closed session to address limited personnel matters. Daniel Gutierrez second the motion. The motion passed unanimously.