

Agenda/ Minutes of Hózhó Academy Governing Council

Date: April 28, 2020

Time: 7:00 PM

Location: 306 NM 564, Gallup, NM 87301

Meeting Type: Regular Special Proposed Approved

Call In Information:

Join Zoom Meeting

<https://zoom.us/j/94729574688>

Meeting ID: 947 2957 4688

One tap mobile

+13462487799,,94729574688#

Please note that the next regularly-scheduled meeting of the Hozho Academy will occur via Zoom Conference instead of an in-person meeting on April 28, 2020 due to circumstances out of the members' control. On March 11, 2020, Governor M. Lujan-Grisham announced four presumptive cases of coronavirus discovered in New Mexico and declared it a public health emergency. Both the New Mexico Department of Health and the Centers for Disease Control and Prevention recommend limiting or avoiding close, in-person contact in large groups to prevent the spread of the virus in our communities. Under these circumstances it will be difficult or impossible for all board members to attend the meeting in person so a telephone conference or similar communications equipment is permitted under the Open Meetings Act at Section 10-15-1(C), NMSA 1978.

Please contact Jeremy Boucher at president@hozhoacademy.org at least 48 hours prior to the meeting or as soon as possible if: (1) you are a member of the public wishing to attend the meeting and wish to provide a preferred email address at which to receive instructions for joining the conference; or (2) 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 listen to (*or in this case, view*) the meeting.

For the latest information about the status of the coronavirus in New Mexico, including how to protect yourself and your loved ones, please visit the New Mexico Department of Health website at <http://cv.nmhealth.org/> or call the Coronavirus Hotline at 1-855-600-3453. We appreciate your understanding.

- I. Meeting was brought to order at 7:08 pm
- II. Pledge of Allegiance led by J. Boucher
- III. Roll Call

[SECRETARY]

Members:

Present

Absent

A copy of the meeting minutes are available for public inspection at Hózhó Academy within 10 calendar days for proposed minutes and 2 calendar days of approval for approved minutes. Hózhó Academy shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990. Should you require specific accommodation(s) please contact Jeremy Boucher (board@hozhoacademy.org) 5 business days prior to the meeting.

Jeremy Boucher	x <input type="checkbox"/>	<input type="checkbox"/>
Erin Montano	x <input type="checkbox"/>	<input type="checkbox"/>
Jeremy Gay	x <input type="checkbox"/>	<input type="checkbox"/>
Brinn King	x <input type="checkbox"/>	<input type="checkbox"/>
Eric James	x <input type="checkbox"/>	<input type="checkbox"/>
Rebecca Boucher	x <input type="checkbox"/>	<input type="checkbox"/>

Other Attendees: Juliane Hillock, Katie Rarick, Dan Hill

IV. Approval of Agenda: [CHAIRPERSON]

Action Requested: Approve agenda

Motion: motion to amend agenda with removal of Bar requests to increase Title I, IDEA, and Title II by James

Second: [BLANK]

Amendments: [BLANK]

Unanimous or **Ayes:** **Nays:**

Jeremy Boucher	x	
Erin Montano	x	
Jeremy Gay	x	
Brinn King	x	
Eric James	x	
Rebecca Boucher	x	

V. Approval of Consent Agenda Items [CHAIRPERSON]

Action Requested: Approval of minutes from meetings on March 31, 2020

Motion: approve minutes from March 31, 2020 as stands

Second: [BLANK]

No correction or objection: [BLANK]

Unanimous or **Ayes:** **Nays:**

Action Requested: Approve BAR request to increase instructional materials

The increase based on 40-day number. Increase is for \$1,962 for instructional materials. Bar number 573-000-1920-0009-I

Motion: approve BAR request as stands

Second: [BLANK]

No correction or objection: [BLANK]

Unanimous or **Ayes:** **Nays:**

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VI. **Comments from the community:** If you wish to submit a comment, please send an email to president@hozhoacademy.org no later than noon on Tuesday, April 28. No members of the community requested to be present for meeting

VII. **New Action Items:**

Action Requested: Approve 20-21 Teacher Salary Schedule

Based on what was passed in session of average of 4% increase into salary schedule. Unsure if this will stick but PED requires us to show the 4% increase. Current budget takes the 4% increase into account

Motion: motion to approve 20-21 Teacher Salary Schedule as presented by Katie Rarick by King

Second: R. Boucher

No correction or objection: [BLANK]

Unanimous or Ayes: **Nays:**

Jeremy Boucher.	x
Erin Montano	x
Jeremy Gay	x
Brinn King	x
Eric James	x
Rebecca Boucher	x

Action Requested: Approve 20-21 Admin Salary Agreement

Will be within a range approved previously- with 4% increase still in range with room to increase to an even \$100,000 if board so wishes.

Motion: motion to approve 20-21 admin salary agreement as it stands by King

Second: Montano

No correction or objection: [BLANK]

Unanimous or Ayes: **Nays:**

Jeremy Boucher	x
Erin Montano	x
Jeremy Gay	x
Brinn King	x
Eric James	x
Rebecca Boucher	x

Action Requested: Approve 2020-2021 Internal Financial Controls

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For this year as well as next year. Revising controls as well as ones we are approving for next year are the same. Coded in blue in Katie Rarick's presentation. RFP for transportation (request for proposals)- PED has to approve budget for transportation even though only one vendor.

Motion: motion to approve 2020-2021 Internal Financial Controls by James

Second: R. Boucher

No correction or objection: [BLANK]

Unanimous or Ayes: **Nays:**

Jeremy Boucher	x
Erin Montano	x
Jeremy Gay	x
Brinn King	x
Eric James	x
Rebecca Boucher	x

Action Requested: Approve 2019-2020 Internal Financial Controls

Motion: motion to approve 2019-2020 Internal Financial Controls by J. Boucher

Second: Gay

No correction or objection: [BLANK]

Unanimous or Ayes: **Nays:**

Jeremy Boucher	x
Erin Montano	x
Jeremy Gay	x
Brinn King	x
Eric James	x
Rebecca Boucher	x

Action Requested: Approve 2020-2021 PPE Policy

Per pupil expenditure. Approved it last year with slight change of Hozho will provide transportation for this upcoming year.

Motion: motion to approve 2020-2021 PPE policy by Montano

Second: second by King

No correction or objection: [BLANK]

Unanimous or Ayes: **Nays:**

Jeremy Boucher	x
Erin Montano	x
Jeremy Gay	x
Brinn King	x
Eric James	x

Rebecca Boucher x

Action Requested: Approve 2020-2021 Operating Budget

Increase unit value 3.39% could go down- will find out in July. Calendar is tied to budget- will have extra time built into the day. Calendar Special program: K-12 Plus Pilot to get \$500k additional for use for salaries and curriculum-supplement grant. Will know by June if get additional funding. Would change calendar if don't get funding. July 27th-May 8th calendar dates if funding approved- would mean we would start significantly earlier than Gallup public schools. If wait to open after Gallup McKinley could lose enrollment. Funding could be cut- special session will decide. This plan would be just for the 2020-2021 year.

414 students 41.75 staff members. USDA has grown. \$4.1 million total expenses. 2 7th grades in projection for next year and funding approved. If for some reason 2nd 7th grade not needed, will need to do a decrease BAR in February (about \$50k). Reserve removed from this upcoming year budget to free up money to use for rent etc.- PED not requiring us to do that this year. \$26,000 added to help with extended day program. \$75k expense for rent per month- would be easy to change if lease elsewhere needs to be signed with transfer BAR.

Motion: motion to approve 2020-2021 operating budget and calendar by R. Boucher

Second: second by James

No correction or objection: [BLANK]

Unanimous or Ayes: **Nays:**

Jeremy Boucher	x
Erin Montano	x
Jeremy Gay	x
Brinn King	x
Eric James	x
Rebecca Boucher	x

Action Requested: Approve 2020-2021 IDEA Budget

Will use for salaries.

Motion: motion to approve 2020-2021 IDEA Budget for salaries by James

Second: R. Boucher

No correction or objection: [BLANK]

Unanimous or Ayes: **Nays:**

Jeremy Boucher	x
Erin Montano	x
Jeremy Gay	x

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Brinn King	x
Eric James	x
Rebecca Boucher	x

**Action Requested: Approve 2020-2021 Title I Budget
Will spend on salaries.**

Motion: motion to approve 2020-2021 Title I Budget on salaries by J. Boucher

Second: King

No correction or objection: [BLANK]

Unanimous or **Ayes:** **Nays:**

Jeremy Boucher	x
Erin Montano	x
Jeremy Gay	x
Brinn King	x
Eric James	x
Rebecca Boucher	x

**Action Requested: Approve 2020-2021 Title II Budget
Will spend on professional development for staff.**

Motion: motion to approve 2020-2021 Title II budget for professional development by James

Second: R. Boucher

No correction or objection: [BLANK]

Unanimous or **Ayes:** **Nays:**

Jeremy Boucher	x
Erin Montano	x
Jeremy Gay	x
Brinn King	x
Eric James	x
Rebecca Boucher	x

**Action Requested: Approve the Treasurer to be the board's designee to approve all
BARs and budget related approvals until July 1, 2020**

Quick turnaround needed for BARs suggested to have treasurer fulfill this role.

Fine to do it at the end of each month in totality.

Motion: motion to approve the treasurer Brinn King to be board's designee to approve all BARs and budget related approvals until July 1, 2020 by James

Second: Gay

No correction or objection: [BLANK]

Unanimous or Ayes:	Nays:
Jeremy Boucher	x
Erin Montano	x
Jeremy Gay	x
Brinn King	x
Eric James	x
Rebecca Boucher	x

VIII. Finance Committee Report

a. Financial Presentation [EdTec]

- i. May 18th budget will be submitted with narrative. 910-B10 states that the board approved the budget- will need all board members to sign before May 18th.**

b. Approve Check Registers for March 2020

IX. School Principal Report

[Juliane Hillock, Principal]

Dan Hill and Juliane attended PEC meeting- explained new location community response and newspaper articles. Are we going to add a portable or move buildings- need to follow protocol with PEC. Met with contractor today to review possibilities. Unenrolled a family of 3 and family of 2 due to students moving. Approximately 8 openings in Kindergarten. 6th grade wait list. Have been very accommodating with online learning. 95% of families are participating in remote learning. Still need 2-3 elementary and 1 middle school science teacher. School is still open every day. No word yet regarding if will open on time.

X. Other Reports

a. Board Training Opportunities

- i. 2 hours achieved today in meeting**

XI. Other Business and Announcements

XII. Adjourn

Motion: [Blank]

Second: [Blank]

Discussion: [Blank]

Unanimous or **Ayes:** **Nays:**

Meeting adjourned at 8:20 pm