

**HORIZON ACADEMY WEST
GOVERNING COUNCIL MEETING**

MINUTES

September 15, 2015 4:30 PM

Conference Room

Officers:	
President, Carrie Rodriguez	
Members:	
Michael Winfield, Member	
Kathy Freeman, Member	
Stefanie Whaley, Secretary	
Carlos Tenorio, Member	
	Guests:
	Cynthia Carter, Director [Ⓜ]
	Diana Cordova, Business Manager [Ⓜ]
	Linda Stoffan, Teacher
	Stephanie Martinez, Teacher
[Ⓜ] Non-voting	Khristy Rodriguez, Teacher
	Michael Briggs, Teacher
	Carrie Ortiz, Teacher
	Jeff Li, Other
	Jonas Cossey, Dean of Academic Affairs

1. **CALL TO ORDER** –4:33 PM – Carrie Rodriguez
2. **ROLL CALL** – Kathy Freeman and Michael Winfield, absent
3. **APPROVAL OF AGENDA*** - Carrie Rodriguez
Carlos Tenorio motioned to accept agenda with Stefanie Whaley seconding motion – unanimously carried.
4. **APPROVAL OF MINUTES*** - Carrie Rodriguez
Carlos Tenorio motioned to accept agenda with Stefanie Whaley seconding motion – unanimously carried.
5. **PUBLIC FORUM**[Ⓜ] – 4:40 PM – no presenters
6. **Teacher Presentations** - Kindergarten
The Kindergarten teachers presented an overview of what makes Kindergarten special at Horizon Academy West. Highlights presented included the curriculum, classroom visits, reading buddies and Literacy Night, as well as fun field trips and activities. The group also discussed what they need in order to function more effectively. Wireless internet access and a lack of iPads has created a challenge. The children also need more age appropriate playground equipment. The children’s favorite piece of equipment was removed due to safety concerns.
7. **NMAI (New Mexico Assessment Inventory) Presentation** – Cynthia Carter
Information presented about the PED required review of student assessment practices. The Governing Council will begin to receive the Discovery and PARCC results in order to track the schools performance.

8. Discussion of Scheduled Strategic Planning Meetings – Carrie Rodriguez, Stefanie Whaley

Most of the extra meetings will be called Working Sessions and minutes will be provided.

9. Discussion of Results of the Black Expo - Stefanie Whaley

Nice event but participation cut short due to inclement weather. Advocate for the educational tent to be moved closer to the children's activities for better flow of traffic. The Governing Council would love to be informed of other community events that offer the opportunity to market the school.

10. Discussion/Update of Lease Purchase Agreement – Diana Cordova, Cynthia Carter

We have not heard back from the PED about the lease purchase agreement. No action has been taken on it by PED. There is some concern about the standard language used in the lease about what happens to the building if the school ceases to operate. The PED would like to be first in line to recoup costs. The school has joined with 14 other schools affected by this issue to share legal fees and to get the issue resolved through the Attorney General's Office. Until the lease purchase agreement is signed, the lease must be paid with operational funds.

11. FINANCE* - Diana Cordova

a. Bank Reconciliation Reports*

Stefanie Whaley motioned to accept Bank Reconciliation Reports with Carlos Tenorio seconding motion – unanimously carried.

b. Voucher Listing*

Stefanie Whaley motioned to accept the Voucher Listing Reports with Carlos Tenorio seconding motion – unanimously carried.

c. BARS*

503-000-1516-0007-M

503-000-1516-0008-IB

Carlos Tenorio motioned to approve the BARS with Stefanie Whaley seconding motion – unanimously carried.

12. Director's Report – Cynthia Carter

Currently down 18 students from last year. Parent has offered to do a local mailing to advertise the school. Discussion of possible ways to level enrollment for coming years.

13. CONCLUDING BUSINESS

a. Announcements

Next Governing Council Working Session will be held Tuesday, September 29 at 4:30 PM

Next regular Governing Council Meeting will be held Tuesday, October 20 at 4:30 PM

14. ADJOURNMENT* – 5:38 PM

Carlos Tenorio motioned to adjourn with Stefanie Whaley seconding motion – unanimously carried.

*Action Item

ⓈTimed Item

The Horizon Academy West Governing Council attempts to follow the order of items as listed; however, the order of specific items may vary from the printed Agenda. Public forum will be held at the time specified in the Agenda.