

# Horizon Academy West Governing Council Meeting

March 20, 2018

Conference Room

4:30 p.m.

<b>Officers:</b> President, Storm Gonzalez <b>Members:</b> Carrie Rodriguez, Vice President Alice Chavez, Secretary Christen Levan ( Hagemann), Member Cecilia Webb, Member  <input type="checkbox"/> Non-voting	<b>Guests:</b> Cynthia Carter, Director <input type="checkbox"/> Diana Cordova, Business Manager <input checked="" type="checkbox"/>  Olivia Flores, Assistant Director <input checked="" type="checkbox"/>  Linda Stoffan, Teacher Representative <input checked="" type="checkbox"/>  Aaron Peak, Family Engagement & Data Admin. <input checked="" type="checkbox"/>
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## MINUTES

1. CALL TO ORDER Carrie Rodriguez called the meeting to order
2. ROLL CALL Let the record show that Storm Gonzalez and Cecilia Webb were absent
3. APPROVAL OF AGENDA\* Alice Chavez motioned to approve, Christen Levan Hagemann 2<sup>nd</sup> the motion - unanimously approved
4. APPROVAL OF MINUTES\* Christen Levan Hagemann motioned to approve, Alice Chavez 2<sup>nd</sup> the motion - unanimously approved
5. PUBLIC FORUM<sup>Ⓢ</sup> 4:30 p.m. -The record shows there was no one present for public forum
6. FINANCE\*
  - a. Bank Reconciliation Reports\* - Alice Chavez motioned to approve, Christen Levan Hagemann 2<sup>nd</sup> the motion- unanimously approved
  - b. **1** Voucher Listing\* - Christen Levan Hagemann motioned to approve, Alice Chavez 2<sup>nd</sup> the motions - unanimously approved
  - 2** BARS\*
    - 503-000-1718-0018-I- 11000- Operational for E-Rate Increase
    - 503-000-1718-0019-M- 31600- HB-33 Maintenance for Land & Building Purchase
    - 503-000-1718-0020-M- 31701- SB-9 Maintenance for Building, Computer & Construction
    - 503-000-1718-0021-D- 11000- Operational for T&E DecreaseChristen Levan Hagemann motioned to approve, Alice Chavez 2<sup>nd</sup> the motions - unanimously approved
6. FINANCIAL QUESTIONNAIRE – Diana Cordova informed Governing Council about the need of Financial Questionnaire to be included as an upload for PED
8. SITE VISIT REPORT - Cynthia Carter reported five (5) items listed, three (3) reminders and two (2) concerns:  
Reminders: 1. Upload Istation data into WEBEPSS, 2. Budget- Upload Financial Questionnaire, 3. Financial Report- Upload Audit  
Concerns: 1. SAT- Upload documentation onto TieNet, 2. Governing Council –When reporting, identify/roll call votes
9. CONCLUDING BUSINESS
  - a. Announcements – Cynthia Carter shared increase of Istation data in reading, By-laws of attendance by telephone, Land and building purchase scheduled for April 19<sup>th</sup>, Set date for special Meeting to vote on proposal for Monday, March 26, 2018 at 5:45 PM at State Bar of NM.
    - Next Regular Board Meeting, April 17, 2018 at 4:30 pm
  - b. Adjournment - Christen Levan Hagemann motioned to approve, Alice Chavez 2<sup>nd</sup> the motions - unanimously approved

\*ACTION ITEM

<sup>Ⓢ</sup>TIMED ITEM

# Horizon Academy West Governing Council Meeting

*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.*

*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 the Principal at Horizon Academy West at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Office Manager at Horizon Academy West if a summary or other type of accessible format is needed.*