

HORIZON ACADEMY WEST

December 1, 2016

Conference Room

4:30 p.m.

Officers: President, Carrie Rodriguez Members: Alice Chavez, Member Storm Gonzales, Member Carlos Tenorio, Member Cecilia Webb, Member <input type="checkbox"/> Non-voting	Guests: 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"/> Sarah McMaster, Teacher <input checked="" type="checkbox"/>
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MINUTES

1. CALL TO ORDER - Carrie Rodriguez called meeting to order
2. ROLL CALL- the record shows that all board members as listed present
3. APPROVAL OF AGENDA* Carlos Tenorio motioned to approve agenda with changes of removing Stephanie Whaley and adding Alice Chavez as new Board Member; Storm Gonzales 2nd the motion- approved
4. APPROVAL OF MINUTES* Storm Gonzales motioned to approve the minutes, and Carlos Tenorio 2nd the motion - approved
5. PUBLIC FORUM[Ⓢ] 4:30 p.m. – The record shows there was no one for public forum
6. FINANCE*
 - a. Bank Reconciliation Reports* Cecilia Webb motioned to approve Bank Reconciliation Report, Carlos Tenorio 2nd the motion – all approved
 - b. Voucher Listing* Carlos Tenorio motioned to approve Voucher Listing, Storm Gonzales 2nd the motion – all approved
- BARS*
 1. 503-000-1617-0013-M 21000- Food Service Maintenance Bar 3100 function. Funds for Food Service Software/Training/Equipment – Storm Gonzales motioned to approve Bars, Cecilia Webb 2nd the motion – all approved
7. Discussion on GC training – Cynthia Carter provided dates of December 6th or 10th, aside from on-line training- Dates TBA
8. PED Financial Memo – Diana Cordova shared guidelines for verification and explanation of financial report(s)
9. FMP update - Diana Cordova stated that update is almost complete; Will be presented in January
10. Preventive Maintenance Plan - Cynthia Carter recommended to table until February
11. Director Report
12. CONCLUDING BUSINESS
 - a. Announcements – The record shows no additional announcements
 - Next Regular Board Meeting, January 17, 2017 at 4:30 PM, Finance Meeting set for 3:45 PM
 - b. Adjournment – Storm Gonzales motioned to adjourn meeting and Cecilia Webb 2nd the motion

*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.

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.