

**HORIZON ACADEMY WEST
GOVERNING COUNCIL MEETING**

September 17, 2019

Conference Room

4:30 p.m.

<p>Officers: President, Storm Gonzales</p> <p>Members: Alice Chavez, Secretary Carrie Rodriguez Vice President Vacant, Member Christen Hagemann, Member</p> <p><input type="checkbox"/> Non-voting</p>	<p>Guests: Cynthia Carter, Director <input type="checkbox"/> Diana Cordova, Business Manager <input checked="" type="checkbox"/> Olivia Flores, Assistant Director <input checked="" type="checkbox"/> Fatima Mendoza, Family Engagement Coordinator <input checked="" type="checkbox"/> Linda Stoffan, Teacher Representative <input checked="" type="checkbox"/></p>
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AGENDA

1. CALL TO ORDER - Storm Gonzalez called meeting to order at 4:35 PM.
2. ROLL CALL- Let the record show that Alice Chavez was absent.
3. APPROVAL OF AGENDA – Carrie Rodriguez motioned to approved Agenda; Christen Hagemann 2nd the motion.
4. APPROVAL OF MINUTES – Christen Hagemann motioned to approve Minutes; Carrie Rodriguez 2nd the motion.
5. PUBLIC FORUM[©] 4:30 p.m. – The record shows no on present for public forum.
6. New Board Member – Karen Trujillo was introduced. Christen Hagemann motioned to approve Karen Trujillo as new board member; Carrie Rodriguez 2nd the motion.
7. Affidavit for Board Member – Diana Cordova stated Affidavit was available for governing council members’ signatures.
8. FINANCE
 - a. Bank Reconciliation Reports – Christen Hagemann motioned to approve Bank Reconciliation Reports; Carrie Rodriguez 2nd the motion.
 - b. Voucher Listing – Carrie Rodriguez motioned to approve Voucher Listing; Christen Hagemann 2nd the motion.
 - BARS
 - 503-000-1920-0014- M 11000 Operational- Maintenance 1000 function accounts
 - 503-000-1920-0015- M 11000 Operational- Maintenance 2000 function accounts
 - 503-000-1920-0016- M 14000 Instructional Materials- Maintenance 1000 function accounts
 - 503-000-1920-0017- I 23000 District Activities- Increase for August cash receipts
 - 503-000-1920-0018- I 14000 Instructional Materials- FY19 Final Allocation
 - 503-000-1920-0019- I 31701 SB-9 Local- Increase for prior year tax collections received in FY20
 - 503-000-1920-0020-IB – Lease Assistance Award
 Carrie Rodriguez motioned to approve BARS; Christen Hagemann 2nd the motion.
9. Policies
 - a. Procurement Policy – Christen Hagemann motioned to approve Procurement Policy; Carrie Rodriguez 2nd the motion.
 - b. FMLA, Medically Related Leave Policy, & Sick Leave Bank Policy – Christen Hagemann motioned to approve; Carrie Rodriguez 2nd the motion.
 - c. Separating Current Policies – Carrie Rodriguez motioned to approve; Christen Hagemann 2nd the motion.
10. Closed Session to Discuss Employee Incident- Carrie Rodriguez motioned to approve closed session pursuant to Section 10-15-1(H)(2) limited personnel matters to discuss employee complaint with no voting nor other business discussed; Christen Hagemann 2nd the motion. Roll call taken for closed session: Storm Gonzales, Carrie Rodriguez, Christen Hagemann, Cynthia Carter, and Olivia Flores present. Christen Hagemann motioned to end close session after discussion; Carrie Rodriguez 2nd the motion.
11. Directors report – Cynthia Carter shared November training opportunities for new and present Governing Council members. Safety Audit results and findings were shared. School has 90 days to correct findings. Carrie Rodriguez stated that report from a Fifth grader was made of water fountain in PE was not functioning well along with warm water coming from fountain in 4th and 5th grade hall.
12. CONCLUDING BUSINESS

Minutes Approved on 10/15/2019

- a. Announcements – No new announcements were reported
 - Next Regular Board Meeting, October 15, 2019 at 4:30 pm
- b. Adjournment – Christen Hagemann motioned to adjourn meeting; Carrie Rodriguez 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.