

HORIZON ACADEMY WEST

Minutes

March 17, 2020

Conference Room

4:30 p.m.

<p>Officers: President, Storm Gonzalez</p> <p>Members: Carrie Rodriguez Vice President Karen Trujillo, Member Christen Hagemann, Member Nathan Hardin, Member</p> <p>☐Non-voting</p>	<p>Guests: Cynthia Carter, Director☐ Diana Cordova, Business Manager ☒ Fatima Mendoza, Family Engagement Coordinator☒ Linda Stoffan, Teacher Representative ☒</p>
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Minutes

1. CALL TO ORDER – Storm called the meeting to order at 4:30 pm
2. ROLL CALL- Let the record show that all attended except Karen Trujillo (absent) who has been placed on active duty with the Air National Guard.
3. APPROVAL OF AGENDA – Motion to approve today’s agenda as it stands made by Carrie; motion 2nd by Christine; all in favor-none opposed
4. APPROVAL OF MINUTES – Motion to approve February 2020 Minutes by Christine with change made to reflect today’s date under agenda item 18 “concluding business – next regular board meeting scheduled”
5. PUBLIC FORUM[Ⓞ]4:30 p.m. – Let the record show no one present for Public Forum
6. FINANCIAL AUDIT STATEMENT PRESENTATION – Teleconference with Elizabeth Nunez, CPA with CliftonLarsonAllen, LLP to review results of June 30, 2019 Financial Statement (attached). HAW surpassed all audit areas.
7. FINANCE*
 - a. Bank Reconciliation Reports – Diana presented; Motion made to approve Bank Reconciliation Reports by Nathan; Motion 2nd by Carrie; All in favor-none opposed.
 - b. ❶ Voucher Listing – Diana presented; Motion made by Carrie to approve Voucher Listing as it stands; Christine 2nd the motion; all in favor-none opposed
 - ❷BARS* - Diana presented 5 BARS; Motion made by Christine to approve the 5 listed BARS as they stand; Carrie 2nd motion; all in favor-none opposed
 - 503-000-1920-0036-M 11000- Operational Fund- To reclassify budget within the 1000 functions
 - 503-000-1920-0037-M 11000- Operational Fund- To reclassify budget within the 2XXX functions
 - 503-000-1920-0038-M 14000- Instructional Materials Fund- To reclassify budget within the 1000 functions
 - 503-000-1920-0039-I 23000- District Activity Funds- To increase budget for cash receipts from 01/01 to 02/29
 - 503-000-1920-0040-M 31600- HB-33 Fund- To reclassify budget within the 4000 functions
8. Approval of changes made to Homeless and Background Policy – Motion made by Carrie to approve the changes as they stand; motion 2nd by Christine; all in favor-none opposed
9. STEM Grant Endorsement – Motion made by Nathan to approve the STEM grant endorsement; motion 2nd by Christine; all in favor-none opposed
10. Whistle Blower Procedures – Motion made by Carrie to approve the Whistle Blower procedures as they stand; motion 2nd by Nathan; all in favor-none opposed (notice attached)
11. Section A Governing Council Policies – Agenda item tabled, to be determined after GC training is completed.
12. Section B General Administration Policies – Motion to approve General Administration Policies made by Christine; motion 2nd by Carrie; all in favor-none opposed
13. Section C Employee Policies – Motion made by Carrie to approve Employee Policies as they stand; motion 2nd by Nathan; all in favor-none opposed
14. COVID-19 – In depth discussions regarding how HAW is disinfecting campus; staff contact with students; Admin’s role
15. Background Check – Motion made by Carrie to approve change in Background Check where HAW will cover background check fee for active duty First Responders who have children attending HAW; motion 2nd by Nathan; all in favor-none opposed.

Minutes Approved on 04/21/2020

16. Closed Session to discuss Director Evaluation and Contract – Let the record show that the board entered into closed session, roll call taken at 5:27 pm to discuss Director evaluation and contract. Let the record show that all governing board members were present, except for Karen Trujillo (absent) who is on active Air National Guard duty. In addition, no action items will be discussed or voted on.
17. Out of Closed Session/Director Contract – Roll call taken at 5:36 pm to end closed session. Let the record show that no action items were discussed or voted on during closed session. Motion was made by Carrie to approve the Director's contract as it stands; motion 2nd by Nathan; all in favor-none opposed.
18. CONCLUDING BUSINESS
 - a. Announcements
 - Next Regular Board Meeting, April 21, 2020 at 4:30 pm
 - b. Adjournment – Motion made by Nathan to adjourn today's board meeting at 5:39pm; Motion 2nd by Carrie; all in favor-none opposed

*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.