

HORIZON ACADEMY WEST

Minutes

April 21, 2020

Conference Room

4:30 p.m.

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

1. CALL TO ORDER - Storm Gonzales called meeting to order at 4:33pm. The meeting was held virtually via Zoom Webinar: <https://us04web.zoom.us/j/9618376394?pwd=REFhSkxIZUd5UFJ0Q3ZhS2grdHpDdz09:Meeting> ID:961 837 6394 PW:517347
2. ROLL CALL – The record shows that all board members listed as present. *All Agenda items voted on via Roll Call order vote.
3. APPROVAL OF AGENDA* - Carrie Rodriguez motioned to approve the agenda; Nathan Harding 2nd the motion - approved
4. APPROVAL OF MINUTES* - Nathan Harding motioned to approve the minutes; Christen Hagemann 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* - Christen Hagemann motioned to approve Bank Reconciliation Reports; Carrie Rodriguez 2nd the motion - approved
 - b. ❶ Voucher Listing* - Nathan Harding motioned to approve the Voucher Listing; Christen Hagemann 2nd the motion – approved
 - ❷BARS* - Three BARS presented by Diana Cordova 503-000-1920-0041-I 27109- Instructional Materials Special Appropriations- To increase for final allocation. 503-000-1920-0042-M 27149- PreK- To reclassify budget within the 1000 functions. 503-000-1920-0043-M1400- To reclassify budget from textbooks to software. – Carrie Rodriguez motioned to approve the 3 BARS; Karen Trujillo 2nd the motion – approved
7. Lease Assistance Grant*- Diana Cordova presented. Christen Hagemann motioned to approved the Lease Assistance Grant be submitted for HAW; Karen Trujillo 2nd the motion – approved.
8. Computers not on fixed asset inventory for disposal* - Diana presented. Nathan Harding motioned to approve disposal of computers not on fixed asset inventory; Carrie Rodriguez 2nd the motion – approved.
9. Accrued leave wording*- This action item will be tabled pending Diana Cordova/Christen Hagemann consult regarding the non-accrual of leave while on extended leave without pay. Karen Trujillo motioned to table the accrued leave wording until a later date; Nathan Harding 2nd the motion – approved
10. Covid-19/Continuous Learning Plan – Cindy Carter updated the GC that the Continuous Learning Plan implemented by HAW has been approved by the PED. Students are being taught via 2 platforms 1)Google Class or 2) SeeSaw. Fatima Mendoza has overseen the implementation of family surveys to determine students who needed Chromebooks; distribution of Chromebooks, and parent contact. HAW staff and admin are meeting every Monday via Zoom Meet; Grade levels are also meeting weekly. Teachers are reporting that students are actively participating. ☺
11. Purchasing Policy* - Diana Cordova informed the GC that this policy will be implemented to support documentation of refunds to families who, prior to the Covid shutdown, paid for HAW student activities; including, but not limited to, class fieldtrips, and food services for students who will not be returning to HAW. Nathan Harding motioned to approve the Purchasing Policy; Karen Trujillo 2nd the motion – approved
12. CONCLUDING BUSINESS
 - a. Announcements
 - Next Regular Board Meeting, Tuesday, May 19, 2020 at 4:30 pm
 - b. Adjournment* - Storm Gonzales adjourned this meeting at 5:07 pm; Carrie Rodriguez motioned to adjourn; Nathan Harding 2nd the motion - approved

Minutes Approved on 05/19/2020

*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.