

# Minutes Approved on 09/21/2021

## HORIZON ACADEMY WEST GOVERNING COUNCIL MEETING

August 17, 2021

In-person and Zoom

4:30 p.m.

<b>Officers:</b> President, Storm Gonzalez Christen Hagemann (Levan), Vice President Carrie Rodriguez, Secretary <b>Members:</b> Karen Trujillo, Member Nathan Hardin, Member ☒ Non-voting	<b>Guests:</b> Carissa Cantrell, Director ☒ Diana Cordova, Business Manager ☒ Andrea Gallegos, Family Engagement Coordinator ☒ Linda Stoffan, Teacher Representative ☒
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### MINUTES

1. CALL TO ORDER by Storm Gonzalez at 4:45pm
  - a. ROLL CALL: Present – Storm Gonzalez, Carrie Rodriguez, and Nathan Hardin. Voting members absent: Christen Hagemann and Karen Trujillo
  - b. APPROVAL OF AGENDA - Carrie Rodriguez motioned to approve Agenda as it stands; Nathan Hardin 2<sup>nd</sup> motion. Roll call vote: Carrie Rodriguez-yes, Nathan Hardin-yes, Storm Gonzalez-yes. Unanimously approved.
  - c. Review/Approval of Minutes: July 20, 2021 GC Meeting - Nathan Hardin motioned to approve the July 2021 Minutes as they stand; Carrie Rodriguez 2<sup>nd</sup> motion. Roll call vote: Carrie Rodriguez-yes, Nathan Hardin-yes, Storm Gonzalez-yes. Unanimously approved.
2. Finance – Presented by Diana Cordova
  - a. Bank Reconciliation - Carrie Rodriguez motioned to approve Bank Reconciliation report as presented. Nathan Hardin 2<sup>nd</sup> motion. Roll call vote: Carrie Rodriguez-yes, Nathan Hardin-yes, Storm Gonzalez-yes. Unanimously approved.
  - b. Voucher Listing - Carrie Rodriguez motioned to approve Voucher Listing as presented. Nathan Hardin 2<sup>nd</sup> motion. Roll call vote: Carrie Rodriguez-yes, Nathan Hardin-yes, Storm Gonzalez-yes. Unanimously approved.
  - c. BARs - Carrie Rodriguez motioned to approve the BARs as presented. Nathan Hardin 2<sup>nd</sup> motion. Roll Call Vote: Carrie Rodriguez-yes, Nathan Hardin-yes, Storm Gonzalez-yes. Unanimous approval.
    - 503-000-2122-0002-IB ECECD Direct Grant- To create initial budget for Instructional Materials Grant award from ECECD.
    - 503-000-2122-0003-I Operational- To increase budget to actual cash carryover at 06/30/2021.
    - 503-000-2122-0004-I Food Services- To increase budget to actual cash carryover at 06/30/2021
    - 503-000-2122-0005-I Capital Improvements HB-33- To increase budget to actual cash carryover at 06/30/2021.
    - 503-000-2122-0006-I Capital Improvements SB-9 Local- To increase budget to actual cash carryover at 06/30/2021.
    - 503-000-2122-0007-M Operational- To reclassify budget within the 1000 function.
    - 503-000-2122-0008-M Operational- To reclassify budget within the 2000 functions.
  - d. FY2021 Final Budget Changes - Error in computation on PED side. Nathan Hardin motioned to approve the FY2020-2021 Final Budget Changes as presented. Reduction of FY2020 \$ 14,502.75; Reduction of FY2021 \$23,661.80 Title I expenditures. Total \$38,164.55. Reclassify expenditures to fund ESSERS II funding. Roll call vote: Carrie Rodriguez-yes, Nathan Hardin-yes, Storm Gonzalez-yes. Unanimously approved.
  - e. CREW 2021-2022 Budget\* - Carrie Rodriguez motioned to approve the CREW 2021-2022 Budget as presented. Nathan Hardin 2<sup>nd</sup> motion. Roll call vote: Carrie Rodriguez-yes, Nathan Hardin-yes, Storm Gonzalez-yes. Unanimously approved.
3. Ongoing Business Matters - Table until further notice.
  - a. Policy and Procedures Committee Review - Carrie Rodriguez/Christen Hagemann
4. New Business Matters

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- a. Staff and Parent/Student Handbooks\*- Presented by Carissa Cantrell. Carrie Rodriguez motioned to approve Staff and Parent/Student Handbook revision by selected committee. Nathan Hardin 2<sup>nd</sup> motion. Roll call vote: Carrie Rodriguez-yes, Nathan Hardin-yes, Storm Gonzalez-yes. Unanimously approved.
- b. Director's Report - Presented by Carissa Cantrell - Fiscal exemption for board training from PED; PreK is full with waitlist. K12: 375; Total: 415; Staffing- just about fully staffed, .5 SPED teacher position; PED guidance toolkit updated: Masks full mandate. Unvaccinated teachers/staff will need to submit to surveillance testing. HAW proactive and have purchased the Binax Test (Vault=saliva; Binax=swab not invasive); Grade levels being proactive; planning in the event of remote learning. ESSERS III funding will need to be revisited to adjust to PED cuts. Grant extension is October 1<sup>st</sup>. Facilities and Maintenance – leaks. TLC has been here several times. TLC or Roof Care. 2<sup>nd</sup> grade carpet ruined by water. TLC did not seal caps on top of compressors and units. Leaked on copier (nothing damaged after checked). Roof Care came to check out flashing, nothing “major” noted on roof. TLC looking at mold. Insurance claim in process.

## 5. CONCLUDING BUSINESS

- a. Announcements – Nathan Hardin has given notice of resignation from GC.
  - Next Regular Board Meeting, September 21, 2021 at 4:30 pm
- b. Adjournment - Nathan Hardin motioned to approve adjournment at 5:19pm. Carrie Rodriguez 2<sup>nd</sup> motion. Roll call vote: Carrie Rodriguez-yes, Nathan Hardin-yes, Storm Gonzalez-yes. Unanimously approved

*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.*