

Minutes Approved On 01/18/2022

**HORIZON ACADEMY WEST
MINUTES
GOVERNING COUNCIL MEETING
December 21, 2021 Zoom 4:30 p.m.**

This meeting was held on Zoom.

Zoom Link: <https://zoom.us/j/95017236886?pwd=aGVMQ2FxVHA3bWQya2Q0Rk4zQ2hCUT09>

Meeting ID: 950 1723 6886

Passcode: bjMLV4

<p>Officers: President, Storm Gonzalez Christen Hagemann (Levan), Vice President Carrie Rodriguez, Secretary</p> <p>Members: Karen Trujillo, Member Nathan Hardin, Member <input checked="" type="checkbox"/> Non-voting</p>	<p>Guests: Carissa Cantrell, Director <input checked="" type="checkbox"/> Diana Cordova, Business Manager <input checked="" type="checkbox"/> Andrea Gallegos, Dean of Students <input checked="" type="checkbox"/> Linda Stoffan, Teacher Representative <input checked="" type="checkbox"/></p>
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1. CALL TO ORDER by Storm Gonzalez at 4:33pm
 - a. ROLL CALL – Present: Storm Gonzalez, Christen Hagemann, Carrie Rodriguez, and Karen Trujillo. Absent: Nathan Hardin.
 - b. APPROVAL OF AGENDA*- Christen Hagemann motioned to approve today’s agenda as it stands. Karen Trujillo 2nd motion. Roll Call Vote: Storm Gonzales-yes, Christen Hagemann-yes, Carrie Rodriguez-yes, and Karen Trujillo-yes. Unanimous approval.
 - c. Review/Approval of Minutes: November 16, 2021 GC Meeting* - Karen Trujillo motioned to approve the November Minutes as presented. Carrie Rodriguez 2nd motion. Roll Call Vote: Storm Gonzales-yes, Christen Hagemann-yes, Carrie Rodriguez-yes, and Karen Trujillo-yes. Unanimous approval.
2. Finance – Presented by Diana Cordova, Business Manager
 - a. Bank Reconciliation* - Carrie Rodriguez motioned to approve the Bank Reconciliation as presented. Christen Hagemann 2nd motion. Roll Call Vote: Storm Gonzales-yes, Christen Hagemann-yes, Carrie Rodriguez-yes, and Karen Trujillo-yes. Unanimous approval.
 - b. Voucher Listing* - Karen Trujillo motioned to approve the Voucher Listing as presented. Christen Hagemann 2nd motion. Roll Call Vote: Storm Gonzales-yes, Christen Hagemann-yes, Carrie Rodriguez-yes, and Karen Trujillo-yes. Unanimous approval.
 - c. BARs* - Karen Trujillo motioned to approve the BAR as presented; Christen 2nd motion. Roll Call Vote: Storm Gonzales-yes, Christen Hagemann-yes, Carrie Rodriguez-yes, and Karen Trujillo-yes. Unanimous approval.
 - 503-000-2122-017-M 11000 Operational- To reclassify budget to correct object code.
 - d. Federal Procurement Policy* - Carrie Rodriguez motioned to approve the Federal Procurement Policy as presented. Karen Trujillo 2nd motion. Roll Call Vote: Storm Gonzales-yes, Christen Hagemann-yes, Carrie Rodriguez-yes, and Karen Trujillo-yes. Unanimous approval.
 - **Non-Federal entity increase to the micro-purchase threshold up to \$50,000.** Non-Federal entities may establish a threshold higher than the micro-purchase threshold identified in the FAR in accordance with the requirements of this section. The non-Federal entity may self-certify a threshold up to \$50,000 on an annual basis and must maintain documentation to be made available to the Federal awarding agency and auditors in accordance with [§ 200.334](#). The self-certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following:
 1. (A) A qualification as a low-risk auditee, in accordance with the criteria in [§ 200.520](#) for the most recent audit;
 2. (B) An annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or,
 3. (C) For public institutions, a higher threshold consistent with State law.
 - The Governing Council designates the Chief Procurement Officer as the certifying official for the annual required self-certification outlined in 2.200.320cfr for increasing the micro-purchase threshold using guidelines outlined above.
3. Ongoing Business Matters

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- a. New Council Member Update presented by Carissa Cantrell. Interested community stakeholder will be available in January. GC has received application and has reviewed it.
4. New Business Matters
 - a. Discard Furniture*- Presented by Carissa Cantrell. Pictures were sent to the GC for review. Karen Trujillo motioned to discard furniture no longer functional Christen Hagemann 2nd motion. Roll Call Vote: Storm Gonzales-yes, Christen Hagemann-yes, Carrie Rodriguez-yes, and Karen Trujillo-yes. Unanimous approval.
 - b. Director's Report - Presented by Carissa Cantrell. Updates/report on staffing, maintenance/facilities, Covid cases update, building fogging/cleaning on a weekly basis, Covid test to stay materials in place at school for HAW families and community, 80-day reporting completed, and HB43 Black Education Act (to include annual cultural equity PD/training).
5. CONCLUDING BUSINESS
 - a. Announcements
 - Next Regular Board Meeting, January 18, 2022 at 4:30 pm
 - b. Adjournment called by Storm Gonzalez at 4:55 pm. Carrie Rodriguez motion to adjourn; Christen Hagemann 2nd motion. Roll Call Vote: Storm Gonzales-yes, Christen Hagemann-yes, Carrie Rodriguez-yes, and Karen Trujillo-yes. Unanimous approval.

*ACTION 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.