

HORIZON ACADEMY WEST
GOVERNING COUNCIL MEETING MINUTES
April 23, 2024 Conference Room In-Person 4:30 p.m.

This meeting will be held in person in the conference room at school.

<p>Officers: Storm Gonzalez, President Christen Hagemann, Vice President</p> <p>Members: Anthony Jaramillo, Member Donna Predika, Member Gabriel Valenzuela, Member ☒ Non-voting</p>	<p>Guests: Carissa Cantrell, Director ☒ Alice Duran, Business Manager ☒ Andrea Gallegos, Dean of Students ☒ Linda Stoffan, Teacher Representative ☒</p>
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1. CALL TO ORDER- Storm Gonzalez 4:32
 - a. ROLL CALL-Storm Gonzalez: present: Storm Gonzalez, Christen Hagemann, and Donna Predika, Gabriel Valenzuela; members present via phone: Anthony Jaramillo
 - b. APPROVAL OF AGENDA*- Storm Gonzalez: Donna Predika motioned to approve the Agenda as it stands; Gabriel Valenzuela made 2nd motion. All in favor, unanimous approval.
 - c. Review/Approval of Minutes: March 19, 2024*- Storm Gonzalez: Anthony Jaramillo motioned to approve the March 19, 2024 Minutes as they stand and Christen Hagemann made 2nd motion. All in favor, unanimous approval.
2. Public Comments (procedures printed at bottom of agenda)☺
3. Finance- Alice Duran
 - a. Bank Reconciliation*- Christen Hagemann motioned to approve the Bank Reconciliation as presented; Donna Predika made 2nd motion. All in favor, unanimous approval.
 - b. Voucher Listing*- Donna Predika motioned to approve the Voucher Listing as presented; Gabriel Valenzuela made 2nd motion. All in favor, unanimous approval.
 - c. BARs*- Gabriel Valenzuela motioned to approve the one BAR as presented; Christen Hagemann made 2nd motion. All in favor, unanimous approval.
 - d. 24-25 Budget Presentation and Approval Signatures*- Anthony Jaramillo motioned to approve the 2024-2025 budget as presented and the 24-25 salary schedule; Gabriel Valenzuela made 2nd motion. All in favor, unanimous approval
 - e. 24-25 Calendar Draft (4 day a week Draft) *- Gabriel Valenzuela motioned to approve the 2024-2025 calendar draft (4 day a week draft) as presented; Anthony Jaramillo made 2nd motion. All in favor, unanimous approval
 - f. New Building Lease Updates- Carissa Cantrell- PSFA inspected building to meet criteria for a suitable learning space. HAW attorney is drafting a lease. The owner is working on making modifications to building to meet our needs. Music, STEM, and Library books will be moved there. Outdoor learning space will also be created.

4. New Business Matters

- a. May Meeting Date (possible change)*- Carissa Cantrell: meeting will remain on May 21st at 4:30
- b. Director's Report-Carissa Cantrell

➤ Enrollment/Lottery

- 24-25 Lottery for K-5 is open for NEW students
 - Wait List of 100+ various grade levels
- 24-25 Registration for Current Families

➤ Maintenance/Facilities/Security:

- Building Update
 - PSFA approval letter

➤ ESSER Funds Data Reporting Approved 04/23/2024

➤ Title IV Part A Monitoring Tool Submitted

➤ Educational Plan Due 4/29/2024

- Tied to budget and federal funds

➤ Assessment Data:

- State Testing (Monday through Thursday) 3rd – 5th grade

➤ School-Wide Goal: *Horizon Academy West Charter School (HAW) is committed to providing a rigorous, creative, and well-rounded education for all students through the integration of technology where all students will be challenged and encouraged to think critically and creatively to improve levels of achievement of state standards and benchmarks.*

➤ Professional Goal (Carissa): *Domain: Operations Management competency 4: The administrator manages the school campus, budget, and daily operations to equitably meet the diverse learning needs of the school community. 4.1 Manages the school campus to ensure that the environment is safe and clean for students and staff. 4.2 Manages the school budget to ensure that resources are maximized for student success. 4.3 Manages the day to day operations to maximize the efficiency of the school. 4.4 Complies with federal and state initiatives to maximize use of services and programs for which students are eligible.*

- *HB 505 Kitchen Infrastructure Grant SMALL AWARD (DFA/PED) APPROVED Phase 1*
- *Stronger Connections Grant AWARD (Safety/Security) APPROVED and ACTIVE*
- *Public Project Revolving Loan Fund*
- *Federal Program Charter School Grant (PCSNM)*
- *Safe Schools Plan due 12/31/2023 APPROVED 04/19/2024*
 - *Active Assailant Preparedness Training COMPLETED*
 - *FEMA Incident Command Training COMPLETED*
 - *Youth Suicide Training COMPLETED*
 - *Bullying Training COMPLETED*

c. Council Trainings- Andrea Gallegos:

- Anthony and Christen have 6 hours of training completed and need one more hour of fiscal understanding to completed the required 7 training hours as continuing members.

2 hours of Fiscal Understanding

2 hours of Academic Understanding

1 hour of Organizational Performance & Open Government

1 hour of Responsibilities and Ethics

1 hour of Equity, Cultural and Linguistic Responsiveness

New Members still need to complete 10 hours of board training including the 7-hour Introductory Course

- **May 2nd 4:30pm: GC Training on new requirements for streaming & recording GC meetings** with Kelly Callahan (THIS IS A ZOOM TRAINING and will last 1 hour)

a. Donna, Storm, Gabriel, Alice, Carissa, and Andrea, Christen will attend

This one-hour training session will review the new training requirements for governing boards/councils as mandated in SB 137 that was passed into law from the 2024 Legislative Session. Additionally, SB 137 now requires all meetings be webcast and recordings stored for three years. What does this mean for schools and governing boards? How do we manage and who will be watching? Training Credit may be granted for Open Governance/Organizational Performance.

***RSVP needed to register*

5. CONCLUDING BUSINESS

a. Announcements

- Next Regular Board Meeting, May 21, 2024 at 4:30 pm

b. Adjournment

- Donna Predika motioned to adjourn the meeting; Gabriel Valenzuela made 2nd motion.
All in favor, unanimous approval.

*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. Any Public comments will be held at the time specified on the Agenda. If you would like to participate or address the Council in the hearing or meeting, please contact the Director at Horizon Academy West at least one week prior to the meeting. All public comments are at the discretion of the President and are limited to three minutes.

If you are an individual with a disability who needs a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend, please call the office. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Office at Horizon Academy West if a summary or other type of accessible format is needed.