

ABHS Governing Board

August 20, 2019

Minutes

Present:

Board Members: Leslie Andrews, Finnie Coleman, Cliff Wintrode, Melanie Lewis, Cesar Miranda, Rachel Berenson, Emily Darnell-Nunez, Scott Fliegel

Staff Members: Frank McCulloch, Lisa Tayler, Halley Wheelless, Mark Carrera

Absent: Board Members: None

Call to Order and consent of agenda items previously submitted: [The meeting was called to order at 5:36 pm](#)

Call to Order and consent of agenda items previously submitted

- I. Approval of Previous Minutes: [Cliff moved to approve the May 30th minutes; Finnie seconded the motion, the motion carried unanimously.](#)
- II. Public Comment (2 minutes per speaker. Speakers must sign up prior to the start of meeting. Limit of 10 minutes total time.) [None](#)
- III. New Business
 - a) Executive Director's Report: [Franks' report was distributed and discussed. Frank spoke about the rechartering time line. The packet is due on October 1st. October and November the PED will review it and make their decision in December. Unlike the last recharting, they are only requesting what has been done the past 5 years with backup data and narrative to support the claim. Brief discussion on Frank's retirement and the need to set up a hiring committee. Frank discussed the upcoming sewer and fence project, which his being headed up by Ray Vallejos. Frank informed the board about the great job Randy Miranda, the new Building Manager, has done since he arrived.](#)
 - b) Dean of Instruction Report: [Halley handed out a page about demographics. As of today, we have 307 students but would like ten more. We have cleared out the waiting list. Freshman classes across Albuquerque have low numbers. One third of our student population is Special Ed. Retained students were discussed. Last year 5 students were retained and 1 is left. This year we retained 28 students and 23 returned with the support of the parents. Halley discussed our current make up of teaching staff. We have 18 full time teachers and several who both teach and hold other roles. We have added two Educational Assistants to total 4. Testing was discussed and Halley informed the board that the state is still up in the air about what tests must be taken. The PARCC test is out. There is no testing for 9th graders but 11th graders must take the SBA, 10th graders will take the PSAT. This year both Accelus, our credit recovery software and tutoring were built into the students schedules.](#)
 - c) Equipment Donation Discussion and Vote***: [Presented by Mark Carrera, IT Director. Mark has been working with Lisa and Randy on the process to get rid of old assets in the basement. The process begins with the board voting on if the proposal Mark presented should be moved to the next step in the process. The proposal indicates why we are](#)

disposing of items, what items are included and how they will be disposed of. The packet will go to the State Auditor for approval. In the basement are hundreds unused computers, most are broken and obsolete. There is also broken furniture, and 15-20 boxes of books that are no longer used. Sandra and Jamie, Instructional Leads went through all the books and separated what to keep and get rid of. Randy is concerned about safety of basement. The vendor will certify it was disposed of properly and in accordance with law. The board voted on moving forward in the process, Scott moved and Leslie seconded the motion, the motion carried unanimously

- d) **Annual Resolution Discussion and Vote***** Frank distributed the Opening Meetings Act Compliance Checklist and reviewed it. State law dictates that this be voted on early for compliance reasons. How long we give advanced notice of our meetings is included. Current it is 72 hours. Finnie motioned, Cesar seconded the motion, the motion carried unanimously.
- e) **Board Membership Discussion:** We need 2 parents per our bylaws and currently but may have one more. Tanesia Hale- Jones, who is on the Foundation Board, has submitted an application but has not met with the executive members. Frank indicated she is both educator and leader. A meeting will be scheduled soon.
- f) **Executive Director Transition/Hiring Committee and Process:** The board decided to go into a closed session. Finnie motioned, Leslie seconded the motion, the motion carried unanimously.

IV. Old Business: None

V. Committee Reports

- a) **Finance/Finance Director's and Treasurer's report(s):** No current report. Once the audit is over, Cliff and Lisa will meet to rebuild the multi-year spreadsheet to best meet the needs of the school.
- b) **Building Report (Please See Executive Director's report)**
- c) **BARS Vote***:** Lisa submitted a Transfer bar in the amount of \$44,000 to move software from function 2200 to function 1000. Cliff motioned, Leslie seconded the motion, the motion carried unanimously.

The meeting adjourned at 7:45 pm.

The next meeting is scheduled for September 24th 5:30am

*** Indicates Action Item/Vote

Amy Biehl High School does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups.

The following person has been designated to handle inquiries regarding the non-discrimination policies: Frank McCulloch Executive Director/Principal 123 4th St. NW, Albuquerque, NM 87102 (505) 468 - 0620 Section 504 Coordinator Gloria Vigil 123

4th St. NW, Albuquerque, NM 87102 (505) 468-0637 Title IX Coordinator Maribeth Dvorak 123 4th St. NW, Albuquerque, NM 87102 (505) 468-0625