



## **LAS MONTAÑAS CHARTER HIGH SCHOOL GOVERNANCE COUNCIL MEETING for July 2024**

**Topic: May Regular Governance Council Meeting  
Time: July 24, 2024 10:00 AM Mountain Time (US and Canada)**

**Join Zoom Meeting:**

**<https://us06web.zoom.us/j/87164106529?pwd=8TJBp0brN8Pq4QHY09fELHaw0UJDTx.1>**

**Meeting ID: 871 6410 6529**

**Passcode: XtSL1X**

**Las Montañas Charter High School  
1405 S. Solano, Las Cruces, NM 88001**

### **Meeting Minutes July 24, 2024**

#### **I. Call to Order**

- The meeting was called to order at 10:03 am by LMCHS Director Mr. Caz Matinez.
  - **Members in attendance:** Patricia Gonzalez President (10:06), Kevin Freitas Secretary, Jaime Quezada, Diane Montoya
  - **Members Absent:** Mike Davis Vice President
  - **Others in Attendance:** Caz Martinez (Superintendent), Amy Trevizo (Attendance Coach) Priscilla Cabral (School Business Officer)
- **Roll Call**  
Called to order by Mr. Martinez
- **Pledge of Allegiance**  
The Pledge of Allegiance led by Mr. Martinez

#### **II. Approval of Agenda and Previous Minutes (Exhibit "A")**

- Mr. Martinez asked members of the board to look over the agenda and previous meeting minutes for approval

**Motion to approve agenda and previous minutes as presented:**

1<sup>st</sup>: Jaime Quezada

2<sup>nd</sup>: Kevin Freitas

Rollcall Taken: **Passed unanimously**

**III. Discussion & Action**

**IV. Approval of LMCHS Governing Council Annual Resolution (Exhibit B):** New Legislative regarding live audio and video webcast. Members of the public will be able to submit written or verbal comments. The Webcast shall begin as soon as Chair has called the meeting to order and terminate as soon as governing council has adjourned. An electronic version of the meeting and minute will be posted within one week of the meeting conclusion and be publicly available for three years.

**V.**

**Motion to approve LMCH Governing Council Annual Resolution**

1<sup>st</sup>: Jaime Quezada

2<sup>nd</sup>: Kevin Freitas

Rollcall Taken: **Passed unanimously**

**VI. Open Forum**

*Public comments and observations regarding education policy and governance issues, as well as the strategic plan for education, are heard at this time. There is a three-minute time limit per presenter. Persons from the same group and having similar viewpoints are asked to select a spokesperson to speak on their behalf. Multiple and repetitious presentations of the same view will be discouraged and may be ruled out of order by the LMCHS Governance Council President.*

- No one outside of the school was present.

**VII. Discussion and/or Action: Fiscal**

- **Finance Committee 24-25 Schedule:** Mrs. Cabral proposed the Finance Committee meet on Monday or Thursday afternoons, to allow time to meet prior to the General Council Meeting. Mrs. Gonzales is on the Committee and Mr. Freitas was asked to join as well. Mrs. Gonzales suggested Thursdays at 10:00. The meeting will be held at the school or online.
- **June 2024 Financials (Exhibit C):** Mrs. Cabral presented June Financials. June Disbursements are \$521,779.00, is Revenue \$463,178.00.
- **Action Items:**
  - **23-24 Inventory Certification (Exhibit D):** This is presented to the board annually, anything over \$5,000.00 is considered an asset and is reported to auditors. LMCHS contracted RCI to conduct an annual inventory and staff were trained in June 2024. Going forward staff will be able to take inventory with software that is user friendly.
  - **24-25 Department of Finance Travel Rates (Exhibit E):** DFA published FY25 annual rates, schools adopt them for reimbursing staff for travel and PD training. Lodging for in and out of state travel went up to \$166.00, meal rates will remain the same as previous year.

**Motion to approve Fiscal and Action Items as presented:**

1<sup>st</sup>: Jaime Quezada

2<sup>nd</sup>: Diane Montoya

Rollcall Taken: **Passed unanimously**

### VIII. Superintendent's Report

- **Enrollment:** Mr. Martinez reported 210 students are enrolled. The number of students will fluctuate due to students dropping and new students enrolling. LMCHS was budgeted for 167 students in the previous school year and ended with 190 students enrolled. This year LMCHS is budgeted for 185 students this year.
- **GC Training:** All board members completed board training. Mr. Martinez congratulated and thanked members of the board.
- **Staff and Instructor Professional Development Week:** Instructional staff returned last week. Teachers and administration visited ACE Leadership in Albuquerque. LMCHS and ACE will be partnering in the upcoming school year.
- **New School Year Orientation and First Week of School:** School began July 22<sup>nd</sup>. Monday was an orientation day, informing students of graduation requirements, CTE pathways, and the work-based learning program. Every teacher was responsible for a different section to present to students.
- **Contract Renewal Application:** LMCHS' renewal application has been started and will get much more intense. The application is due September 1<sup>st</sup>, the date was moved up due to the number of schools also renewing. The application will be ready to be reviewed and approved by board members prior to being submitted. In November LMCHS will go before the Public Education Commission in Sante Fe for the renewal hearing. They will question the graduation rate and proficiency rate according to state standardized testing. The framework will be different this year and as a result Mr. Martinez will be consulting with someone who works with charter schools in preparation for the renewal and hearing. Mr. Martinez will update the board in the renewal process.
- **New School Counsel:** LMCHS current attorney has retired and is looking for counsel on retainer or general counsel contract. Mr. Martinez wants an attorney available for advice on policy and procedures, making sure we are in compliance with open meetings.
- **GC Goals and Request for Executive Director:** Mr. Martinez reminded the board and insured them of the goals and expectations as the executive director.

### IX. Adjourn

*The LMCHS Governance Council attempts to follow the order of items as listed, however, the order of specific items may vary from the printed 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 meeting, please contact the superintendent at Las Montañas Charter High School at 575-527-5916 at least one week prior to the meeting or as soon as possible.*

**Motion to adjourn at 10:42am**

1<sup>st</sup>: Jaime Quezada

2<sup>nd</sup>: Diane Montoya

Rollcall Taken: **Passed unanimously**