



**Academy of Trades and Technology**

**GOVERNING COUNCIL AGENDA**

**Tuesday, May 17, 2016**

**5:00 pm**

**Conference Room**

**2551 Karsten SE Suite C, Albuquerque, NM 87102**

**Ph: (505) 765-5517 • Fax: (505) 765-5925**

- I. Call to Order
- II. Roll Call
- III. Adoption of May 17, 2016 Special Governing Council Meeting Agenda (Discussion/Action)
- IV. Approval of April 21, 2016 Regular Governing Council Meeting Minutes (Discussion/Action)
- V. Public Forum (5 Min)\*\*
- VI. Principal's Report (Arlene Trujillo)
  - a. Title I School Improvement Grant Revisions (Discussion/Action)
  - b. Charter School Division Audit Response Report (Discussion/Action)
  - c. Graduation
  - d. YCC Grant (Discussion/Action)
  - e. Truancy Report
  - f. Truancy Grant
  - g. Title I/Title II (Discussion/Action)
- VII. Financial Report (Alfred Martinez)
  - a. Finance Committee Report
  - b. Bar
- VIII. Executive Director Report (Alfred Martinez)
- IX. President's Report (Henry Lackey)
  - a. After School Activities (Discussion/Action)
- X. Closed Session
  - a. Principal Evaluation
- XI. Limited Personnel Matters pursuant to NMSA 1978 10-15-h.(2)
- XII. Return to Open Session
- XIII. Action on Closed Session Executive Session (Discuss Personnel Matters)
- XIV. Adjournment

Next meeting to be held every third Thursday of the month with the next scheduled for May 19, 2016.  
All Meetings are conducted in Accordance with Applicable State of New Mexico Open Meeting Act, NMA Fifth edition N2005.

This agenda was posted at least 72 hrs. in advance of the meeting.

Administrator: \_\_\_\_\_

*Arlene Trujillo*

Date: \_\_\_\_\_

*5/12/2016*



Academy of Trades and Technology  
GOVERNING COUNCIL REGULAR BOARD MEETING MINUTES  
Tuesday, May 17, 2016  
5:00 p.m.  
Conference Room  
2551 Karsten Ct. SE Suite C, Albuquerque NM, 87102  
Phone: (505)765-5517 Fax :(505)765-5898

- I. **Call to Order-** The meeting was called to order at 5:06 pm by Henry Lackey
  
- II. **Roll Call**
  - Present:** Henry Lackey-President  
Bruce Bixby-Governing Council Member  
Lee Maxwell-Vice President  
Harold Field- Governing Council Member  
Al Martinez  
Arlene Trujillo
  - Excused:** Richard Winterbottom- Governing Council Member
  - Guests:** Elizabeth Franco  
Nick Stone  
Susan Potts  
Marvin Roque  
Skye Norton  
Joseph Cabarrus  
Steve Gallegos  
Dana Flores  
Christina Alarid
  
- III. **Adoption of May 17, 2016 Governing Council Agenda (Discussion/Action)-**

After quick review a motion to adopt the May 17, 2016 agenda with the addition of PSFA grant approval, and the removal of letter a. under closed session was made by Mr. Maxwell. The motion was then second by Mr. Bixby and passed by unanimous vote as indicated by Mr. Lackey.
  
- IV. **Approval of April 21, 2016 Regular Governing Council Meeting Minutes (Discussion/Action)-**

After some review Mr. Maxwell made a motion to adopt the Minutes for April 21, 2016. The motion was second by Mr. Bixby and passed unanimously by vote as indicated by Mr. Lackey.

**V. Public Forum- Nick Stone**

Mr. Stone at this time wanted to ask how the board worked and whether or not teachers from the school were allowed to be part of the board in order to have the teachers more represented on a consistent basis. Mr. Lackey then noted that the teachers were always welcome as is anyone in the community since the board meetings are public meetings posted monthly. Mr. Stone then said that if they were to consider allowing teachers on the board he would be interested in being part of that consideration. Mr. Lackey continued to say that the board had just put Mr. Martinez in the director position in order to foster the connection between the teachers and the board and any concerns that need to be brought to the board should be brought to Mr. Martinez.

**VI. Principal's Report- Ms. Arlene Trujillo**

**A. Title I-** Mrs. Trujillo at this point began by explaining the school improvement grant that had been reviewed by the board previously but now had some changes and updates for further board review. The board reviewed the grant and Mr. Maxwell chose to make a motion to approve the grant as revised. The motion was second by Mr. Bixby and passed by unanimous vote as indicated by Mr. Lackey.

**B. Charter School Division Audit Response-** Mrs. Trujillo then explained to the board the approach she used to create the response. She noted that she divided the response up into sections and assigned different staff to different sections to create a detailed response. She then turned the attention to Ms. Skye Norton who presented the board with a packet that included her detailed policy on truancy and attendance. Ms. Norton described her procedures that went into the creation of the policy and explained reasons for each piece. Mrs. Trujillo then noted that she may want to change her document to match the attendance rate being required for our specific school which is 80% rather than the 90% that was on the policy.

Mrs. Trujillo noted that the next piece was done by Mr. Cabarrus and is in regards to classroom instruction and common core alignments. Mr. Cabarrus then passed out his piece the response for review and read it out loud to the board.

The next piece Mrs. Trujillo announced was also in regards to classroom common core standards. Since Ms. Whitcomb is the English subject teacher, Ms. Whitcomb and Mr. Cabarrus have the math and reading focused courses which explains the involvement in this piece of the response. Mrs. Trujillo passed out the piece written by Ms. Whitcomb for board review and moved onto the next piece.

Mrs. Trujillo explained that the next portion of the audit response was done by Ms. Susan Potts who is the reading intervention teacher. Ms. Potts also passed out a packet she had prepared for the boards' review. She explained each section of the packet and shared the plans for further development for next school year schedules and reading interventions. Mrs. Trujillo then continued to report on the next section of the response which is in

