

CHPA BOARD MEETING MINUTES DHPH Cafeteria and Via Teams Tuesday, July 14, 2020 - 5:45 P.M.

Meeting Date: Tuesday, July 14, 2020

Recorded by: Lorrie Marquez

AN=Action Needed; AT=Action Taken; D=Discussion; I=Information Only; CR=Committee Referral

Present: Steven Trujillo, Cindy Ayala-Cooper, Angela Giron, John Lopez, Natasha Leslie James Salazar and Stephen Varela

Absent: None

Others Present: Dr. Richard Durán, President/CEO; Lorrie Marquez, Executive Assistant; Shannon Behling, HR Director; Jack Bay, Chief Business Officer (remote); Fred Segura, DHPH Principal (remote); Brian Dale, ECMS Principal (remote); Loretta Cruz, IT Director and Michael Burgess, IT Coordinator

Guests: None

This CHPA Regularly Schedule Board of Directors' Meeting was called to order at 5:45p.m. by the CHPA Board President, Steven Trujillo, in the DHPH Cafeteria.

Roll Call of CHPA Board Members constituted a quorum.

Executive Session 5:48p.m.

AT John Lopez moved to enter into Executive Session for discussion of personnel matters pursuant to CRS 24-6-402-4(f) and seconded by Cindy Ayala-Cooper with an individual unanimous vote by all members present. No discussion. Motion carried.

An executive session will be conducted to discuss personnel matters in pursuant to C.R.S. 24-6-402-4(f).

Exit Executive Session 6:00p.m.

AT Cindy Ayala-Cooper moved to exit Executive Session and seconded by Angela Giron with a unanimous vote by all members present. No discussion. Motion carried.

Open Session began at 6:11p.m.

Welcome was conducted by President, Steven Trujillo

Modifications/Approval of Agenda

AT There were no required modifications to the Agenda. Angela Giron moved to approve the agenda and seconded by John Lopez with a unanimous vote by all members present. No discussion. Motion carried.

Public Forum

There were no requests for public comment.

Introduction and Oath of Office of New Board Members

AT New board members James Salazar and Stephen Varela were introduced. Dr. Durán informed the members that they received the onboarding, which will conclude with lunch with the board

chair. Steven Trujillo, Board Chair administered the oath of office to the new members.

President/CEO's Report

- I Angela requested enrollment numbers from the prior month to be noted on the report for comparison.

Study Session

a. School Opening – Fall 2020

- D Dr. Durán reviewed the PowerPoint presentation regarding the COVID-19 precautions that are planned; temporary IT assistants have been hired for the IT Dept. A help hotline will be created so parents/students/staff can contact IT to address questions and issues regarding their computers. Dr. Durán continued with the presentation and reviewed the new edited academic calendar; the additional planning hours for faculty will cost \$80,000; once Board Approved parents will be sent the new Academic Calendar. Yolanda Ortega was asked to give an overview of what students will be doing from home and support staff, online learning is an extension of the classroom with meaningful work. D60 Food Service will provide students a take home meal for when they are not at school. CHPA will provide a logoed water bottles for each student so they can utilize hydration stations. Students will need to provide their own masks. We have 20 staff members self-identified as “at risk” but are willing to work. A COVID-19 Handbook Addendum outlining guidelines and requirements will be created for both students and staff. Assessments will be done in in the classrooms; we will be working with families to access the need for internet connection, we may need to setup hot spots; Comcast has an income based scale for internet service, Dr. Durán reported that we will pay for internet if necessary. Loretta Cruz reported that we have upgraded the infrastructure to accommodate more computers on the system. A “how to” video will be created to orientate users on how to sign into the systems. Specific hours will be planning for IT support to students/parents; but will be available to help. RANDA will continued to be used for faculty evaluations, an evaluation rubric will be used for the online teaching. Cindy Ayala-Cooper suggested to research requesting TREA funds for technology. If a student or teacher has symptoms, learning will continue remotely. Steven will reach out to the Pueblo Health Dept. about testing and where they will continue to be held; the question was posed if older students can we take a take a leadership rolls to help other students with devices; can we use an FAQ to help trouble shoot issues; can a bus be used for a “hot” spot in remote areas if we go into full remote learning.
- PowerPoint**
- NA **Temp checks for anyone attending future board meetings Will be done as they enter the building.**

(5-minute Break)

Board Committee Reports:

- a. Finance Committee – Chair: John Lopez, Treasurer
 - I John Lopez reported that CHPA received \$307,000 ESSER Funds for COVID-19 expenses; CHPA was not selected to receive the BEST Grant funding this year. Quotes are being reviewed and scored for the Contractor and Owners Representative and will be reviewed at the August Finance and Facilities Committee Meeting for presentation at the August Board meeting. Jack Bay is having weekly conference calls with DA Davis, he is working with legal counsel to complete the by August. We will be applying for a PPE Loan from US Bank.

- a. Board Recruitment and Nominating Committee – Chair: Cindy Ayala-Cooper, Vice President
 - I No Report
- b. Policy Committee – Chair: Angela Giron,
 - I Angela Giron reported that the committee met, BP’s and AP’s will be discussed during the approval; BP 4000 and 4100 were tabled for a future meeting.
- c. Bylaw Committee – Chair: Steven Trujillo, President
 - I Bylaw changes will be discussed later in the agenda.
- d. Facilities Committee – Chair: John Lopez, Community Board Member
 - I Report included in the Finance Committee report noted above.

Approval Items

- a. 2020-2021 Revised Academic Calendar AT **Cindy Ayala-Cooper motioned to approve the 2020-21 Revised Academic Calendar, seconded by Stephen Varela; with no discussion and a unanimous vote by all members present. Motion Carried.**

- b. Board Goals 2020-21 – Steven Trujillo AT **Stephen Varela motioned to approve the 2020-21 Board Goals, seconded by James Salazar; adjusting how to achieve the goals due to the COVID-19 were discussed, Administrators were asked to communicate how the Board Members can help, possible develop a metrics to request help from Board Members based upon their special skills, Dr. Durán invited Board Members to visit a classroom to see how instruction is happening; with no further discussion and a unanimous vote by all members present. Motion Carried.**

- c. Bylaw Changes AT **John Lopez motioned to approve the presented Bylaw changes, seconded by Stephen Varela; with no discussion and a unanimous vote by all members present. Motion Carried.**

K-12 PREPARATORY ACADEMY

- d. BP 1280 President/CEO Selection AT **Cindy Ayala-Cooper motioned to approve BP 1280, seconded by Stephen Varela; with no discussion and a unanimous vote by all members present. Motion Carried.**

- e. BP 3010 Graduation Requirements AT **John Lopez motioned to approve BP 3010, seconded by Natasha Leslie; with no discussion and a unanimous vote by all members present. Motion Carried.**

- f. BP 5000 Recruitment and Hiring AT **Stephen Varela motioned to approve BP 5000, seconded by Cindy Ayala-Cooper; with no discussion and a unanimous vote by all members present. Motion Carried.**

- g. Laptop Computer Purchase – CDW-G \$251,485.00
 AT **John Lopez motioned to approve the \$251,485.00 purchase of laptop computers, seconded by James Salazar; with no discussion and a unanimous vote by all members present. Motion Carried.**

- h. Laptop Computer Purchase – Dell Marketing L.P. \$91,352.00
 AT **Stephen Varela motioned to approve the \$91,352.00 purchase of laptop computers, seconded by James Salazar; Loretta Cruz reported that the K-2nd grade would receive tablets, 3-8th grade will receive small laptops and 9-12th grade will receive a more advanced model based upon the need of the student, with no further discussion and a unanimous vote by all members present. Motion Carried.**

- i. Curriculum Purchase – Curriculum Associates \$51,203.75
 AT **Cindy Ayala-Cooper motioned to approve the \$51,203.75 purchase of curriculum, seconded by Natasha Leslie; with no discussion and a unanimous vote by all members present. Motion Carried.**

- j. Buzz in System Installation & Materials – Pueblo Lock Doc, LLC \$61,161.40
 AT **John Lopez motioned to approve the \$61,161.40 Payment to Pueblo Lock Doc, LLC for the installation and materials for the Buzz in System, seconded by Angela Giron; with no discussion and a unanimous vote by all members present. Motion Carried.**

- k. Wi-Fi Upgrade and Installation – ABBA Technologies, Inc. \$61,813.74
 AT **Stephen Varela motioned to approve the \$61,813.74 payment to ABBA Technologies, Inc. for the upgrade an instillation to the campus Wi-Fi, seconded by Natasha Leslie; with no discussion and a unanimous vote by all members present. Motion Carried.**

CHÁVEZ HUERTA

K-12 PREPARATORY ACADEMY

Consent Agenda Items:

- a. Approve Board Meeting Minutes for June 9, 2020 – Lorrie Marquez
- b. Approve of Bills and Payroll for May, 2020 – Jack Bay
- c. Personnel Report—Shannon Behling

AT Stephen Varela motioned to approve the consent agenda items and seconded by Cindy Ayala-Cooper with an individual unanimous vote by all members present. No discussion. Motion Carried.

Informational Items:

- a. AP 3010 Graduation Requirements
- b. AP 5000 A Recruitment and Hiring

I Steven Trujillo suggested that board member review the AP's.

Discussion Items:

- a. Board Committees and Chairs

- b. Board Member Comments and Activities

I The list of Board Committees were reviewed; Board Members were encouraged to contact administration to make any changes to their committee selection or to sign up for a committee.

I Board Members were invited to attend the new Faculty Member lunch scheduled for July 23rd, an invite will be sent to the Board.

I Angela Giron asked if CHPA has made any inclusion for equity during the Black Lives Matter Movement.

I John Lopez asked about EOY testing, Dr. Durán let the members know that no testing took place due to the stay at home orders. Assessments will take be conducted the first couple of weeks of class, data will be presented in September.

I Steven Trujillo reported that the Latino Chamber will be holding their Monthly Membership Luncheon virtually on July 31, Superintendents from D60 and D70 will provide program.

Future Agenda Items

I No specific items were requested.

9:12p.m. Adjournment

AT Stephen Varela moved to adjourn the meeting and Seconded by Angela Giron with a unanimous vote by all members present. No discussion. Motioned carried.

Prepared by: 
Lorrie Marquez, Executive Assistant

Date: 8/11/20

Verified by: 
Angela Giron, CHPA Board Secretary

Date: 8/11/2020

(signed by Steven Trujillo, CHPA Board President, in the absence of the Board Secretary)

