

CHÁVEZ HUERTA

K-12 PREPARATORY ACADEMY

CHPA BOARD MEETING MINUTES DHPH Cafeteria and Live Stream Tuesday, September 14, 2021 - 5:45 P.M.

Meeting Date: Tuesday, September 14, 2021 **Recorded by: Lorrie Marquez**
AN=Action Needed; AT=Action Taken; D=Discussion; I=Information Only; CR=Committee Referral

Present: John Lopez, Stephen Varela, James Salazar, Angela Giron, Natasha Leslie and Stephen Varela

Absent: None

Ex-Officio Members Present: Domanique Chavez, Shelby McGraw, Lisa Kogovsek, Daysha Otero, Dr. Derek Lopez and Maria de la Cruz

Higher Education Representatives (Ex-Officio Members): Dr. Derek Lopez and Maria de la Cruz

Others Present: Dr. Richard Durán, President/CEO; Lorrie Marquez, Executive Assistant, Karen Ortiz, Chief Academic & Student Services Officer (CASSO); Jack Bay, Chief Business Officer (CBO); Shannon Behling, Chief HR Officer; Lynette Hudiburgh, Research & Student Assessment Analyst; Michael Burgess, IT Coordinator; Charles Roldan, IT Staff, Tom Weston (remote), School District 60 Charter School Liaison

Guests: None

This CHPA Regularly Schedule Board of Directors' Meeting was called to order at 5:45 p.m. by the CHPA Board President, John Lopez.

Roll Call of CHPA Board Members constituted a quorum.

Executive Session 5:46p.m. **AT** Stephen Varela moved to enter into Executive Session for discussion of personnel matters pursuant to CRS 24-6-402-4(f) and seconded by James Salazar with a unanimous vote by all members present. No discussion. Motion carried.

Exit Executive Session 5:59p.m. **AT** Stephen Varela moved to exit Executive Session, seconded by James Salazar with a unanimous vote by all members. 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).

Open Session began at 6:01 p.m. **I** Welcome was given by President, John Lopez, the Pledge of Allegiance was led by Student Representative, Daysha Otero.

Roll Call for High Education Representatives (Ex-Officio Members)

I Maria de la Cruz and Dr. Derek Lopez were present.

Oath of Office Faculty and Student Representatives (Ex-Officio Members)

I John Lopez, Board President administered the oath of office to the 2021-2022 Faculty and Student Representatives.

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- Modifications/Approval of Agenda*** I Dr. Durán had not suggested modifications to the agenda.
 AT **John Lopez motioned to add an item to the agenda, that the Board President will be copied on all legal contracts sent to CHPA’s attorney; Stephen Varela motioned to addend the original motion to add the request to agenda as an Action Item, seconded by James Salazar; with a unanimous vote by all members, no further discussion. Motion carried.**
- Public Forum** I There were no requests for public comment.
- Study Session:**
- a. **Assessment Update** I Chief Academic & Student Services Officer (CASSO), Karen Ortiz and Research & Student Assessment Analyst, Lynette Hudiburgh reviewed the 2021 Summer School Report handout. The report included data from each academy including attendance rates. Also handed out and reviewed were the CMAS, PSAT 8/9, 10 and SAT Test Results Report for 2020-21.
- President/CEO’s Report** I Dr. Durán thanked the Board for patriating in the recent accreditation interviews; he reported that the Cognia review team will present their exit review on September 15th, the final decision for accreditation will be determined in January 2022. He also reported that October 1st is the official count day, current enrollment is 1,015; Angela requested that last year’s attendance at the same date be reflected on the President/CEO’s report; a comprehensive enrollment report will be presented at the November Board meeting.
- Faculty Representative Reports**
- a. **Domonique Chavez – CCA** Ms. Chavez reported on the implementation and impact of Caring for Kids Hearts (CKH) in the classrooms; BOY testing is being conducted, PLC’s will review the results to make classroom adjustments. CCA faculty are using ClassDojo to track students’ data points and communicate with parents about what students are learning, daily class information and homework. Weekly update phone calls are sent to parents. Planners for the students have been delayed, an alternative method to send information home will be used until they are received.
- b. **Shelby McGraw – ECMS** Ms. McGraw reported that NWEA and MAP testing has been completed at ECMS, CKH is helping in the classrooms. Faculty is looking forward to the school building, plans for the Washington DC/NYC trip continue.
- c. **Lisa Kogovsek – DPHH** Ms. Kogovsek reported that NWEA and MAP testing are complete at DPHH, results will be reviewed to provide data to address weaknesses. CKH has provided a culture change in the classrooms, at this time 21 DPHH students are scheduled to participate in the Washington DC/NYC trip.

Student Representative Report

a. Daysha Otero

Ms. Otero reported that students are switching to MS Teams for class information and communication, the delay of receiving laptops was a challenge. Students are excited to return to regular life on campus, the Student Body President election will take place soon. CHPA Day is scheduled for October 7th; Homecoming festivities will be held the week of October 4th with the football game on Friday, October 8th with the Dance on October 9th.

Higher Education Representative Reports

a. Dr. Derek Lopez – CSU-P

Dr. Lopez reported that CSU-P as a Hispanic Serving Institution (HSI) will host a series of Hispanic Heritage events open to the public to include a dance performance by the University of Texas, Chicano Studies in Colorado discussion, Dia de los Muertos and a spotlight on Chicano veterans.

b. Maria de la Cruz – PCC

Ms. de la Cruz reported that enrollment at all higher education institutions has decreased; Colorado has the second largest achievement gap. PCC is working to identify barriers to student learning along with alternative methods of providing education. The FAME program is providing links for students to industry and on the job training, grant funds are available for students working toward a certificate. The CO Department of Higher Education has hired a Chief Educational Equity Officer.

Board Committee Reports:

a. Finance Committee – Chair: James Salazar, Treasurer

I James Salazar reported that the committee is recommending to the Board in the form of an action item to approve the purchase of the land for the softball and baseball fields from the Diocese of Pueblo. The transition building is three weeks ahead of the construction schedule; the 18th Street Completion project continues to move forward; the land plats have been divided into three separate areas in hopeful preparation of the award of the BEST Grant. Jack Bay, CBO, added he is working with the City on the engineering for the 18th Street project, CHPA has submitted a grant for air purification on campus.

b. Achievement & Student Success Committee – Chair: Stephen Varela, Vice President

I Stephen Varela reported he and John Lopez, Co-Chair of the committee have conducted weekly observation tours of the academies; they have met with the CASSO and campus security to address issues they have encountered.

c. Policy Committee – Chair: Natasha Leslie, Secretary

I Natasha Leslie reported the committee is recommending several updated Board Policies (BP's) to the Board for approval.

Approval Items

a. Diocese of Pueblo Land Contract

AT James Salazar motioned to approve the land contract with the Diocese of Pueblo, seconded by Stephen Varela with a unanimous vote by all members. No discussion. Motion carried.

b. 4th Quarter Financials

AT James Salazar motioned to accept the 4th Quarter Financials, seconded by Stephen Varela with a unanimous vote by all members. No discussion. Motion carried.

c. Board Policies (BP):

I. BP 1010 Role of the Board President

AT Natasha Leslie motioned to approve the changes to BP 1010, seconded by Stephen Varela with a unanimous vote by all members. No discussion. Motion carried.

II. BP 1020 Board Duties and Responsibilities

AT Stephen Varela motioned to approve the changes to BP 1020, seconded by Natasha Leslie with a unanimous vote by all members. No discussion. Motion carried.

III. BP 1030 President/Chief Executive Director's Relationship with the Board

AT Stephen Varela motioned to approve the changes to BP 1030, seconded by Stephen Varela with a unanimous vote by all members. No discussion. Motion carried.

IV. BP 1050 Regular, Annual and Special Meetings of the Board

AT Stephen Varela motioned to approve the changes to BP 1050, seconded by Natasha Leslie with a unanimous vote by all members. No discussion. Motion carried.

V. BP 1070 Public Participation at Board Meetings

AT Stephen Varela motioned to approve the changes to BP 1070, seconded by James Salazar with a unanimous vote by all members. No discussion. Motion carried.

VI. BP 1100 Delineation of System and Board Functions

AT Stephen Varela motioned to approve the changes to BP 1100, seconded by Angela Giron with a unanimous vote by all members. No discussion. Motion carried.

VII. BP 1120 Conflict of Interest

AT Stephen Varela motioned to approve the changes to BP 1120, seconded by James Salazar, with a unanimous vote by all members. No discussion. Motion carried.

VIII. BP 1130 Committees of the Board

AT Stephen Varela motioned to approve the changes to BP 1130, seconded by Natasha Leslie, with a unanimous vote by all members. No discussion. Motion carried.

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IX. BP 1180 Quorum and Voting

AT Stephen Varela motioned to approve the changes to BP 1180, seconded by James Salazar with a unanimous vote by all members. No discussion. Motion carried.

X. BP 4050 Delegation of Authority

AT Stephen Varela motioned to approve the changes to BP 4050, seconded by Natasha Leslie with a unanimous vote by all members. No discussion. Motion carried.

XI. BP 5200 Communicable Diseases – Staff

AT Stephen Varela motioned to amend BP 5200 to include mandatory vaccinations with the approval of the Board of Directors and to approve the recommended changes, seconded by James Salazar with a unanimous vote by all members. Discussion of the Board having final approval, consideration of medical exceptions, legal advice will be requested when required; with no further discussion. Motion carried.

d. Ratification Boys & Girls Club of Pueblo County 21st Century Grant Partnership

AT Stephen Varela motioned to ratify the Boys & Girls Club of Pueblo 21st Century Grant Partnership, seconded by James Salazar with a unanimous vote by all members and ostension by Angela Giron. No discussion. Motion carried.

e. Resolution Regarding Board Policy 5200

AT Stephen Varela motioned to approve the resolution regarding Board Policy 5200, seconded by James Salazar with a unanimous vote by all members. A staff report by Dr. Durán to explain the resolution, with no further discussion. Motion carried.

Added Approval Item: Approve the Board President to receive copies of all legal contracts that are sent to the attorney.

AT Stephen Varela motioned to approve the action item, seconded by James Salazar, with discussion by the Board and a recommendation by Dr. Durán to review the Board Policies that apply to this request the motion was withdrawn.

AT Stephen Varela motioned to refer the item to the Policy Committee for review, seconded by James Salazar with the unanimous roll call vote as follows:

**John Lopez – Yes
Stephen Varela – Yes
James Salazar – Yes
Natasha Leslie – Yes
Angela Giron – Yes**

No discussion. Motion carried.

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Consent Agenda Items:

- a. Approve Board Meeting Minutes for August 10, 2021
- b. Approve of Bills and Payroll for July, 2021
- c. Personnel Report

AT Stephen Varela motioned to approve the consent agenda items, seconded by Natasha Leslie with a unanimous vote by all members. No discussion. Motion carried.

Informational Items:

- a. Board Involvement Opportunities:
 - I. Black Hills Energy Weatherization Event – Thursday, October 7th, 9:00a.m. -Noon
 - II. CHPA Day Thursday – October 7th
 - I Dr. Durán explained the upcoming events, information will be emailed to the Board.

Discussion Items:

- a. Board Member Activities
 - I Board members participated in the CO State Fair Parade, Legislative Barbeque and Fiesta Parades, CHPA was awarded with the Best Costume and Most Cultural float. Natasha Leslie and John Lopez attended the 9/11 Remembrance Ceremony. Angela reported that Yolanda Ortega, CCA Principal attended the 21st Century Grant press conferences. CHPA had representation at the Glow Golf tournament Dr. Durán added that CHPA staff/faculty will participate in the YMCA Corporate Cup.
 - I Board Members were encouraged attend the CLCS Conference March 2021; James Salazar and Stephan Varela asked to attend.

Future Agenda Items I No items were referred.

8:40p.m. Adjournment **AT** Stephen Varela moved to adjourn the meeting, seconded by Angela Giron with a unanimous vote by all members and no discussion. Motioned carried.

Prepared by: 
Lorrie J. Marquez, Executive Assistant

Date: 10/10/21

Verified by: 
Natasha Leslie, CHPA Board Secretary

Date: 10/11/21