



K-12 PREPARATORY ACADEMY

CHPA BOARD MEETING MINUTES
DHPH Conference Room, Cafeteria and Live Streamed
Thursday, July 14, 2022 – 5:45P.M.

Meeting Date: Thursday, July 14, 2022

Recorded by: Lorrie Marquez

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

Present: Stephen Varela, James Salazar, Angela Giron, Matt Garcia

Ex-Officio Member Present: Cheryl Gomez

Guests: Brian McCain, Action 22

Others Present: Hal Stevens, President/CEO; Lorrie Marquez, Executive Assistant; Shannon Behling, Chief HR Officer; Jack Bay, COO; Don Ortega, Interim CFO; Kelly Cox, Executive Director of Student Services; Loretta Cruz, IT Director; Lynette Hudiburgh, Research & Student Assessment Analyst; Kim Sanchez, DHPH Principal; Theresa Martinez, DHPH Counselor; Tiffany Larkins, Fiscal Services Manager; Mike Aguilar, Maintenance Director; Scott Anderson and Juanita Jacquez, IT Dept.; Tom Weston, D60 Liaison; Karen Purkey, Instructional Technology Coach;

This regular CHPA Board of Directors' meeting was called to order at 5:49p.m. in the DHPH Cafeteria by CHPA Board President, Stephen Varela.

Roll Call of CHPA Board Members constituted a quorum.

AT Matt Garcia was sworn in as a CHPA Board Parent Representative.

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

Executive Session 5:15p.m. AT Angela Giron 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 roll call vote by all members. No discussion. Motion carried.
Hal Stevens, Lorrie Marquez, Shannon Behling were in attendance.
Don Ortega was asked to join Executive Session at 6:32p.m. and was excused at 6:40p.m.

Exit Executive Session 6:49p.m. AT James Salazar moved to exit Executive Session, seconded by Matt Garcia with a unanimous vote, no discussion. Motion carried.

Open Session began at 6:57p.m. I Open session was held in the DHPH Cafeteria, President Stephen Varela welcomed everyone in attendance, Matt Garcia led the Pledge of Allegiance.

Modifications/Approval of Agenda AT James Salazar motioned to approve the agenda as written, seconded by Angela Giron, with a unanimous vote, no discussion. Motion carried.

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Study Session

Action 22

- I Brian McCain presented an overview of Action 22 and the service they provide with legislative and government affairs for the 22 Southern Colorado counties they represent. CHPA was asked to become a member for the fee of \$2,000; it was discussed that the Board supports Hal Stevens, President/CEO's decision to join Action 22.

CEO's Report

- I Hal Stevens reported that there has been restructuring of administration and repurposing of staff to provide quality professional development to staff and improve student academic achievement. He will be interviewing two candidates for the CFO position, outsourcing payroll is planned for January 2023.

Higher Education Representative Reports

Cheryl Gomez – Pueblo Community College

- I Cheryl Gomez reported that PCC is continuing the work to move the nursing department to St. Mary Corwin Hospital, construction and dental hygiene are being expanded.

Board Committee Report:

Finance Committee:

- I Committee Chair James Salazar yield the floor to Don Ortega, Interim CFO; he reported that he is focusing on the audit, timely external reporting and assisting with hiring of the CFO.

Consent Agenda Items:

a. Bills and Payroll May 2022

- AT James Salazar moved to accept the May 2022 Bills and Payroll report, seconded by Matt Garcia, with a unanimous vote, no discussion. Motion carried.

b. Approve Board Meeting Minutes June 14, 2022

- AT James Salazar moved to accept the June 14, 2022 meeting minutes, seconded by Matt Garcia, with a unanimous vote, no discussion. Motion carried.

c. Personnel Report—Shannon Behling

- AT Angela Giron moved to approve the report with the edits discussed in Executive Session, to approve of the employee resignations, non-renewals and candidates for employment, not approve the dissolving positions, seconded by James Salazar, with a unanimous vote, no discussion. Motion carried.

Discussion Items:

a. Appointment of Committee Chairs/Committee Members

- I Stephen Varela read the previous year's committee. The Board Members committed to chair committees are:

Academic Achievement & Student Success – Matt Garcia

Bylaws Committee – Stephen Varela

Finance Committee – James Salazar

Policy Committee – Angela Giron

Recruitment & Nominating – Stephen Varela

Chairs will decide committee meeting dates and times.

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Committees will include the following Board members:

Academic Achievement & Student Success Committee:

Matt Garcia, Stephen Varela

Bylaws Committee:

Stephen Varela, Matt Garcia, Angela Giron

Finance Committee:

James Salazar, Stephen Varela

Policy Committee:

Angela Giron, Stephen Varela

Recruitment & Nominating Committee:

Stephen Varela, Angela Giron

- I Stephen Varela reported that two board members may sit on a committee, others board members may attend committee meetings. Brad Miller, Miller Farmer Law, is reviewing Board Policies with Hal Stevens and Stephen Varela's assistance. Committee chairs may recruit community members and teachers to serve on their committee with Board approval. The Bylaws Committee will meet in the near future. Angela Giron, asked that the 4 applicants for the Parent Board Member seat be addressed, the applications from the parents will be reviewed prior to the first Recruitment & Nominating committee meeting.

b. Board Member Stipend Declaration

- I Stephen Varela asked Board members to declare their interest in receiving the Board approved stipend; he clarified that only 1 Board member has received stipend payments. Board members declared:
Stephen Varela – No stipend
Matt Garcia – No stipend
James Salazar – No stipend
Angela Giron – No stipend
All Board members with the exception of the Board President signed the stipend waiver form.

c. CHPA 2022-23 Fund Raising Events

- I Kim Sanchez, DPHH Principal was asked to speak about the Senior Scholarship fundraising event; Kim reported that she will create a fundraising committee to have a calendar of events throughout the year, she welcomed the Board to assist, the Board will be invited to a future planning meeting. Angela Giron challenged the Board to participate financially with the school's fundraising efforts. Stephen
- I Varela commented that he will meeting with Hal Sevens regarding CHPA's community event sponsorships.

d. Board Member Comments

- I James Salazar – Matt Garcia has agreed to be the contact for a Parent Teacher Organization.

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- I Angela Giron – she asked why Public Forum was moved to the end of the meeting, she requested it be moved back to the usual time on the agenda. Angela asked if there is a timeline to fill the empty board seat and if it could be filled soon. Angela attended the National Charter School Conference is requested to present at a study session at an upcoming Board meeting.
- I Matt Garcia – he is happy and honored to be part of the Board, he would like to build trust while on the Board.
- I Cheryl Gomez – boards represent the people we serve, she hopes that they will consider females to join the Board.
- I Stephen Varela – would like the Bylaws Committee to review the CCA Building Corporation Bylaws; he and James Salazar will discuss scholarship fundraising and middle school uniforms for students for start sometime in January 2023. A ribbon cutting ceremony for ECMS will be scheduled the week the students return to school. He commented that Public Forum was moved to the end of the meeting so that the public will hear what is discussed during the meeting which may provide information to their questions.

Public Forum [Reference BP 1070 Public Participation at Board Meetings]

- I The following person signed up for public forum:

NAME	AFFILIATION	ITEM ADDRESSED
Ret. Judge Dennis Maes	Community Leader	Board Items

- I Judge Maes addressed the Board Officers BP 1160 Board Officer Selection; Stephen Varela replied to the comments to clarify that the Board’s attorney is reviewing all board policies to address any conflicting policies.

Future Agenda Items

- I There were no future agenda items reported.

7:59p.m. Adjournment

- AT **Angela Giron moved to adjourn the meeting, seconded by James Salazar; with a unanimous vote and no discussion. Motion carried.**

Prepared by: 
 Lorrie J. Marquez

Date: 8/9/22

Verified by: 
 Angela Giron, CHPA Board Secretary
 (Signed by Board President in absence of Secretary)

Date: 8/9/22