

CHPA BOARD MEETING MINUTES DHPH Cafeteria and Live Streamed Tuesday, December 13, 2022 – 5:45P.M.

Meeting Date: December 13, 2022

Recorded by: Shannon Behling

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

Present: Angela Giron, Matt Garcia, Joseph Garcia, and Don Ortega

Absent: (all Ex-Officio) Cheryl Gomez, PCC Rep; Fred Galvez, CSU-P Rep; Jesus Torres Valdovinos, DHPH Student Rep

Ex-Officio Members Present: Arjun Sahdev, ECMS Faculty Rep and Dr. Elizabeth Aragon Blanton, DHPH Faculty Rep

Guest: Richard Orona – Orona, Garcia & Duran P.C.

Others Present: Dr. Richard Duran, Interim President/CEO; Shannon Behling, Interim CHRO; Jessica Gonzales, HR Admin Assistant; Loretta Cruz, IT Director; Scott Anderson, IT Technician; Marissa Davis, Director of Fiscal Services; Kelly Cox, Chief Academic & Student Services Officer; Kim Sanchez, DHPH Principal; Maria Fernandez, DHPH Spanish Teacher; Christina Maldonado, Security; Loriah Maldonado, Security; Kyle Hicks, Security; Tom Weston, D60 Liaison (online); Nick Angiocchi, Community Member; Alex Maldonado, Community Member.

This regular CHPA Board of Directors' meeting was called to order at 5:46 p.m. in the DHPH Cafeteria by CHPA Board Secretary, Angela Giron.

Roll Call of CHPA Board Members – Attendance constituted a quorum with 4 members present.

Modifications/Approval of Agenda

I Mr. Orona recommended that the Board modify agenda to approve new Board Members before Executive Session (Items 6 and 7)

AT Don Ortega moved to approve the two new Board Members – Steven Trujillo, Community Rep and Charity Maes, Parent Rep, seconded by Joseph Garcia with a unanimous vote, no discussion. Motion carried.

I Angela read the Oath of Office for the new voting members (Steven Trujillo, Community Rep and Charity Maes, Parent Rep); the official swearing in process is complete for these individuals.

Executive Session 5:46p.m. AT Angela Giron moved to enter into Executive Session for discussion of personnel matters pursuant to CRS 24-6-402-4(b), (e), & (f) and add a Financial Update, seconded by Joseph Garcia, with a unanimous vote, no discussion. Motion carried.

Dr. Duran and Shannon Behling were invited into Executive Session.

K-12 PREPARATORY ACADEMY

Exit Executive Session 7:20 p.m.

AT Steven Trujillo moved to exit Executive Session to enter Public Session, seconded by Joseph Garcia with a unanimous vote, no discussion. Motion carried.

I Mr. Orona requested that any objections to the Executive Session discussion be disclosed at this time. No objections stated.

Pledge of Allegiance took place

Public Forum

I No one signed up to speak for Public Forum

a. CEO's Report

I Dr. Duran asked Board Members to review his report on their own in the interest of time and he thanked the faculty/staff for persevering during this trying semester. He stated he is excited to move forward with a new year.

Faculty Representative Report

a. Alicia Cappis – CCA

I Alicia gave a verbal report on behalf of CCA in the absence of a designated Faculty Rep. Her report gave highlights of the written report within the packet. Angela asked about RSV, COVID, Flu and how these illnesses are impacting CCA. Alicia did say there have been a few absences and a few serious cases unfortunately.

b. Arjun Sahdev – ECMS

I Arjun gave his verbal report with highlights from his written report included in the packet. He also answered the RSV, COVID, Flu question – it has affected ECMS as well for both staff and students. Please come watch our holiday performances tomorrow at ECMS at 6:00 PM.

c. Dr. Elizabeth Aragon Blanton – DPH

I Dr. AB gave her verbal report with highlights from her written report in the packet. She also gave more details about the curriculum and celebrations happening at DPH. She also gave Aubrey Wheeler a shout out for IT Support during testing and a shout out to Brandon & Tiffany for Admin support.

Student Representative Report

a. Jesus Torres Valdovinos

I Angela thanked him for being here. I care for our students and I am thankful to be here. We have an ECP students with Theresa Martinez and she is a cool person – all students are taking college courses and 11 are on track to graduate with PCC Associates and 8 with their Para Cert. I was told that the school ran out of lunch last Thursday, I informed Dr. Duran and it is being addressed. The transition for the high school in different buildings was rough but us getting better.

Higher Education Representative Reports – all are absent

Board Committee Reports:

a. Finance Committee

- I Don Ortega, Committee Chair, introduced Marissa Davis, Director of Fiscal Services. Don talked about how the Finance Committee met on December 7, 2022 and gave updates on the following: we hired Abacus for Financial Services, Trial Balance will be done this week, we are pursuing Employee Retention Credits program, BEST Grant is under way, and the Bond 2020 is almost completely finished. Dr. Duran also gave an update that he is acting as the Interim CFO as we continue to recruit and hire for a CFO and Don transitioned into his role as a Board Member and not a loaned executive any more.

b. Recruitment and Nominating Committee

- I Angela Giron, Committee Chair, we have been interviewing to meet our new bylaws requirement of 7 members and we added 2 more individuals tonight (Steven and Charity) to equal 6 members, which leaves 1 vacancy. We have the vacancy posted for either a parent or a community rep. We have to look at Board Terms because we have a lot of new people coming on at the same time so we need to figure out how to stagger terms. Angela lead a brief discussion on changing the Board Retreat date to February to help acclimate the new Board Members (this adjustment to the schedule is included in the board's packet – item 16.e). Joseph Garcia announced that the remaining board vacancy is “at Large” and can be a Parent or Community Member so anyone who wants to apply should do so.

c. Academic Achievement & Student Success Committee

- I Matt Garcia, Committee Chair, stated that they met on 12/5/22 with Dr. Duran, Kelly Cox, Jess Gonzales, and Joseph Garcia present. They discussed iReady, the UIP process, other testing tools, how we can better measure and evaluate effectiveness of all the programs we use, and how we can improve teacher retention. Joseph said they really just want to figure how to retain teachers. Matt said thank you to the staff and he knows it's not an easy job. Angela stated she appreciate everyone for sticking it out for our kids here at CHPA. She asked if this committee can also discuss school climate (student and staff wise) to decipher how we can improve.

Approval Items:

a. Approval of Revised Budget for 2022-2023 (5 minutes)

- I Dr. Duran gave an overview of the revised budget handout as presented. We have 50 students less which affects our PPR, so about a \$1.5M deficit has been identified. We are already addressing reductions in staffing by not filling vacancies and saving by not ordering as many supplies with less students enrolled. Dr. Duran stated that we have already been identifying the areas we can make cuts in expenditures in all areas.
- I There was also a brief discussion about requesting the funds that D60 is denying for ESSER due to their internal deadline not being met by CHPA as well as requesting the PPR funds they withheld as soon as we have the Trial Balance and Audit completed. The CHPA Attorney, Richard Orona will look into the ESSER question of whether D60 can deny federal funds CHPA is eligible for regardless of the district's deadlines.

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AT Motion to approve the revised budget as presented by Steven Trujillo, seconded by Joseph Garcia, with a unanimous vote by all. No discussion. Motion carries.

b. Approval of FAMLI – CHPA Opt in or Opt out (3 minutes)

I Shannon explained the documents given in the packet in regards to the opt out recommendation for FAMLI for CHPA. The staff survey was a 50% vote to opt out and 50% to opt in. The recommendation is to Opt out for now.

AT Motion to approve recommendation to Opt out of the FAMLI program as an organization as presented from Dr. Duran by Don Ortega, seconded by Matt Garcia, with a unanimous vote by all. No discussion. Motion carries.

c. Approval of BEST Construction Documents Bid Package (3 minutes)

I Dr. Duran explained the guaranteed max price given by Nunn Construction, included in the board packet, which will allow them to move forward with the ground breaking. They did come in under the original projection. Steven asked how fluctuations will be handled. Dr. Duran said this is a max they cannot go over, but if they see more savings it would be determined and a draw from the state funds would not happen but they cannot go over this amount presented. Steven asked about a specific piece of work listed in the contract (casing of the drill) and asked if we have to contract this process out. Marissa and Dr. Duran explained that this would be a contingency line item. If there was not something listed in the document, the work will be done because it is built in the contingency plans. Mr. Orona asked if there is a proposed contract that needs to be signed. Duran explained the bid process and that this is the first step in the process (providing the guarantee max price information). Subsequent documents will come and be approved by the State per the BEST Grant. Mr. Orona requested to review any contract before CHPA signs. Steven clarified that we are asking for approval of Bid Package not the contract. Mr. Orona stated that the approval needs to include the ability to stop the agreement if the need arises.

AT Motion to approve the Nunn Construction portion of the BEST Construction Documents Bid Package to allow Dr. Duran to move forward in the process with the ability to withdraw if a legal issue arises as presented by Steven Trujillo, seconded by Don Ortega, with a unanimous vote by all. No discussion. Motion carries.

d. Approval of Revised Board Meeting Schedule (5 minutes)

I A brief discussion of the Board Meeting schedule changes occurred. Mr. Orona stated he will attend the Board Retreat in February at no charge to CHPA.

AT Motion to approve the revised Board Meeting Schedule as presented by Steven Trujillo, seconded by Matt Garcia, with a unanimous vote by all. No discussion. Motion carries.

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Consent Agenda Items: (3 Minutes) –

a. Approve Board Meeting Minutes:

- November 9, 2022
- November 18, 2022

AT Motion to approve the Board Meeting Minutes as presented by Steven Trujillo, seconded by Joseph Garcia, with a unanimous vote by all. No discussion. Motion carries.

b. Personnel Report

AT Motion to approve the Personnel Report as presented with the exclusion of the Professional Services Sections as this is within the purview of the President/CEO by Don Ortega, seconded by Joseph Garcia, with a unanimous vote by all. No discussion. Motion carries.

18. Board Comments (3 Minutes Each)


- Matt stated he is happy about the Elementary students getting Mariachi and Folklorico started in that academy next semester.
- Don reiterated Dr. Duran’s comments about faculty/staff working through a tough semester and thanked them for persevering.
- Charity thanked everyone for the opportunity to be on the Board at CHPA.
- Joseph welcomed Charity and Steven – all 3 academies are represented now with parent reps and this is great!
- Steven thanked everyone for all they have done for this school (parents, staff and community). He also thanked Mr. Orona for being here and supporting the school. He thanked Board members new and old – glad to be here again. Enjoy the Holidays!
- Angela thanked everyone and the faculty and staff for getting through all of this – she Dr. Duran for making it easier to get back on track – we are all grateful and everyone get some rest and relaxation for the Holiday break. Thank you to Mr. Orona for representing the school and for his professionalism – gifting us his services for the board retreat. His commitment to this organization is great and he supports our mission – so Thank you! Happy Holidays and Happy New Year.

19. Adjournment – 8: 45 PM

AT Motion to adjourn by Don Ortega, Seconded by Steven Trujillo with a roll call vote and 1 abstention by Don Ortega due to technical difficulties. No discussion. Motion carries.

Prepared by: 
Shannon Behling, Interim Chief HR Officer

Date: 1/17/23

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

Date: 1/17/23

