

NORTHPOINT
CHARTER SCHOOL



Northpoint Charter School Governance Board

Officers	Members
Michael Hamel, President	Debra Jensen
Eileen Johnson, Vice President	Anthony Padilla
Deborah Burns, Secretary	Danielle Parker

Regular Meeting Minutes

Wednesday, July 17, 2024 at 5:00 pm

This public meeting will be held via Zoom

Meeting ID: 815 5196 0549

Passcode: 287675

<https://us02web.zoom.us/j/81551960549?pwd=RQ7Rsbbs1I7yIMWTGGiCSLB76M21dW.1>

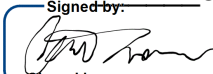
The Zoom meeting information was posted on the agenda to ensure public access.

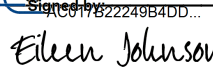
Board Members Present	Board Members Absent	Also in Attendance	Public in Attendance
Michael Hamel		Lisa Mora	
Eileen Johnson		Chris Gilman	
Deborah Burns*			
Debra Jensen			
Anthony Padilla			
Danielle Parker			

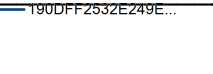
* Joined at 5:35 pm

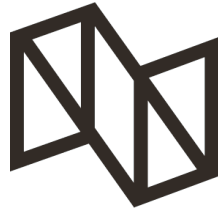
Minutes Recorded by: Eileen Johnson

Minutes Approved on 8/1/24

Signed by: 

Vice President: 

Recorded by: 



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MINUTES FOR JULY 17, 2024

1. Call to Order

- a. Roll Call: At 5:01 pm, Mr. Hamel called the zoom meeting to order and requested Ms. Johnson take a roll call attendance.
- b. Pledge of Allegiance: Mr. Hamel requested the attendees join in the Pledge of Allegiance.

2. Adoption of the Agenda (Discussion/Action)

Mr. Hamel asked if there were any requested changes to the agenda. No changes were requested. Mr. Hamel asked for a motion to accept the agenda as presented. Mrs. Parker made a motion to accept the agenda, Mr. Padilla seconded, and Ms. Johnson took a roll call vote. Motion passed unanimously.

3. Public Comment (see process below)

- a. Seeking stakeholder input on the Lease Assistance application. There were no public participants seeking to make comment on these items or any other topic.

4. Consent Agenda (Discussion/Action)

- a. Review Minutes from June 19, 2024 Meeting
- b. Finance
 - i. Check Register
 - ii. Bank Reconciliation

Mr. Hamel asked if there were any questions or need for changes of the items on Consent Agenda. Mr. Hamel requested a motion to approve the consent agenda. Mr. Padilla made the motion, Mrs. Parker seconded, and Ms. Johnson took a roll call vote. The motion passed unanimously.

5. Discussion and Possible Action on Item(s) Removed from the Consent Agenda

No items were removed from the consent agenda, so no action was taken.

6. Financial Management

- a. Finance Committee Report

Ms. Johnson indicated that the Finance Committee reviewed the BARs that were passed in June before the end of the fiscal year, that were previously approved at the May GC Meeting. Ms. Johnson indicated that the Finance Committee reviewed financial reports provided as of June 30, 2024 and found

no items to note.

b. Business Manager Report

Mr. Gilman introduced himself and noted that the fiscal year ended at the end of June, with nothing to note for the Board at this time.

c. Vendor Contracts over 20K (Discussion/Action)

i. CES Ancillary Services

Mrs. Mora provided a high-level summary of the details of the CES Ancillary Services contract and the Board reviewed the Contract Spending Spreadsheet.

Mr. Hamel requested a motion to approve the contracts presented. Mr. Padilla made the motion, Mrs. Parker seconded, and Ms. Johnson took a roll call vote. The motion passed unanimously.

d. Audit Committee Update

i. Audit Entrance Conference on 7/26 or 8/15 – all audit committee members must attend a session.

Mr. Hamel provided an Audit committee report, noting the audit entrance conference listed above and nothing else of note.

7. Academic Performance

a. Executive Director Report

i. Summer Session

Mrs. Mora provided a summer school update and noted 55 students successfully completed the summer session, with 74 classes earning credit.

ii. School Business

Mrs. Mora provided an update on the NM-ASR testing results, the server and migrating to the cloud, and stated that Southwest Preparatory Learning Center (SPLC) is now officially Renaissance Academy Charter School (RACS). With the name change being official, Mrs. Mora was cleared to continue with the rebranding changes, including having the signs changed, remodeling, and having additional swag items designed that the students/families may want to purchase. Mrs. Mora indicated there is an update to the website where the Board meeting announcements and documents are held. There is a GC meeting recording link there available for the public. Mrs. Mora stated that the staffing positions are 100% filled for the new school year, with one contract left to be signed.

b. Graduation Outcomes

Mrs. Mora was not able to share actual graduation rate due to a delay in the PED embargo, but she indicated a positive trend and would disclose the information when it was able to be released.

8. Governance

a. Academic Committee Report

Mrs. Parker indicated the Academic Committee had nothing to report.

b. Annual Meeting/Election of Officers (Discussion/Action)

Mr. Hamel prompted the Board to discuss the Election of Officers, noting that August 20, 2024 will be his last day as a member of the Board. Mrs. Jensen nominated Ms. Johnson for President and Ms. Johnson accepted the nomination. Ms. Johnson nominated Mr. Padilla for Vice President and Mr. Padilla accepted the nomination. Mrs. Jensen nominated Mrs. Burns to continue as Secretary, which she had already stated she was willing to do. Mr. Hamel requested a motion to approve the nominated Officers. Mr. Padilla made the motion, Mrs. Parker seconded, and Ms. Johnson took a roll call vote. The motion passed unanimously.

c. Reorganization of Standing Committee Membership (Discussion/Action)

Mr. Hamel prompted the Board to discuss the Standing Committee Memberships.

i. Finance: membership stayed the same.

ii. Audit: remove Mr. Hamel and add Mr. Padilla

iii. Nominating: remove Mr. Hamel and add Mr. Padilla as a GC Member rather than as a parent representative.

iv. Academic: membership stayed the same.

v. Renewal: to be disbanded at this time.

Mr. Hamel requested a motion to approve the committee membership as presented. Mrs. Jensen made the motion, Mrs. Parker seconded, and Ms. Johnson took a roll call vote. The motion passed unanimously.

*Mrs. Burns joined the zoom meeting at 5:35 pm.

d. Open Meetings Act Resolution (Discussion/Action)

i. Move March meeting from 3/19/25 to 3/26/25

Mrs. Mora presented the Open Meetings Act document, recommending the March meeting date be moved as presented above and stating she would circulate the document for electronic signature.

Mr. Hamel requested a motion to approve the Open Meetings Act Resolution. Mrs. Jensen made the motion, Mr. Padilla seconded, and Ms. Johnson took a roll call vote. The motion passed unanimously.

e. Identify Responsible Party for IRS (Discussion/Action)

Mrs. Mora stated the Board needed to elect a responsible party for the IRS in order to update the name of the school to NCS. Discussion resulted in Mrs.

Mora being identified as the responsible party for the IRS. Mr. Hamel requested a motion to approve the Responsible Party for the IRS as Mrs. Mora. Mrs. Jensen made the motion, Mr. Padilla seconded, and Ms. Johnson took a roll call vote. The motion passed unanimously.

f. Board Development

i. Training Hours

Mrs. Mora stated that the Board training hours have reset for the year and all returning Board members would need to complete five hours of training this year.

9. Announcements/Governing Board Member Comments

There were no announcements or comments.

10. Adjournment

a. Next regular meeting is August 21, 2024 @ 5:00 pm via Zoom

Mr. Hamel adjourned the meeting at 5:47 pm.

Individuals with disabilities who need any form of auxiliary aid to attend or participate in the meeting, please contact Lisa Mora at Northpoint Charter School at 505.296.7677 or lmora@northpointcharter.com at least one week prior to the meeting date. Public documents, including the agenda and minutes, can be provided in various accessible formats upon request.

Public Comment Process

The time limit will be at the discretion of the Governance Board President. Persons from the same group and having similar viewpoints are asked to select a spokesperson to speak on their behalf. Multiple and repetitious presentations of the same view will be discouraged and may be ruled out of order.

Members of the public who wish to speak at the Governance Board meeting are asked to join the meeting between 4:45-5:00 to sign in via the Chat. Simply type your name, who you represent, the topic, and indicate you would like to speak during Public Comment. The sign-up for Public Comment and the Chat room will be closed at 5:00 pm. Identified speakers will be unmuted in order to address the Governance Board.