

NORTHPOINT
CHARTER SCHOOL



Northpoint Charter School Governance Board

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

Regular Meeting Notice & Agenda

Wednesday, September 18, 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
Anthony Padilla	Danielle Parker	Lisa Mora	
Deborah Burns	Eileen Johnson	Chris Gilman	
Debra Jensen		Denise Dixson	
		Marie Bouma	

Minutes Recorded by: Deborah Burns

Minutes Approved on _____ 10/16/24 _____

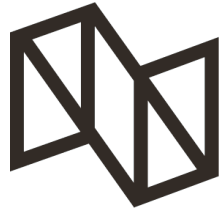
Signed by: _____

President: *Eileen Johnson*

Signed by: _____

Recorded by: *Deborah Burns*

Signed by: _____



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MINUTES FOR SEPTEMBER 18, 2024

1. Call to Order

a. Roll Call

The meeting was called to order by Mr. Padilla at 5:01. After roll call, all Board members were present except for Mrs. Parker and Ms. Johnson.

b. Pledge of Allegiance

Mr. Padilla led the Board in the Pledge of Allegiance

2. Adoption of the Agenda (Discussion/Action)

Mr. Padilla asked for any changes to the agenda. There were no requested changes. Mr. Padilla requested a motion to approve the Agenda as presented and Mrs. Jensen made the motion to approve the Agenda. Mrs. Burns seconded the motion, and the motion was unanimously approved by roll call vote.

3. Public Comment (see process below)

a. Seeking input on Black Education Act discipline policies & Parent Advisory Committee Meeting Schedule

Mr. Padilla noted that there were no members of the public present to comment.

4. Consent Agenda (Discussion/Action)

a. Minutes from August 21, 2024 Meeting

b. Finance

- i. BAR 531-000-2425-0002-I - 11000 Operational Increase \$31,754.56
- ii. Check Register
- iii. Bank Reconciliation

Mr. Padilla asked if there were any changes requested to the Consent Agenda. No one had any changes. Mr. Padilla requested a motion to approve the Consent Agenda as presented. Mrs. Burns made the motion to approve the Consent Agenda and Mrs. Jensen seconded the motion. Ms. Burns took a roll call vote and the motion passed unanimously.

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

Mr. Padilla noted that there were no items to discuss.

6. Financial Management

- a. Finance Committee Report – Mrs. Burns reported that the Finance Committee met prior to the Board meeting to review the monthly financial reports and the

capital projects on the facilities master plan. There were no items of concern.

- b. Business Manager Report – Mr. Gilman provided highlights and explanations of the monthly financial reports and indicated that this would be his last meeting as the school’s business manager as he is leaving K12 to join an accounting firm that focuses on clients other than public schools.
- c. Change in K12 Business Manager from Chris Gilman to Marie Bouma – Mr. Gilman is leaving K12, and the company has assigned Marie Bouma to take over as the school’s business manager. Ms. Bouma introduced herself and shared her work experience. Mr. Padilla asked for a motion to approve Marie Bouma as the new business manager. Mrs. Jensen made a motion and Mrs. Burns seconded the motion. The motion passed unanimously through a roll call vote.
- d. Capital Assets Threshold for GASB (Discussion/Action) – Mr. Gilman indicated that a recent ruling by GASB requires each school to set a threshold amount for determining whether groups of small assets purchased together will be expenses or depreciated. After receiving guidance from our Business Manager and discussing the issue, Mr. Padilla requested a motion to set the threshold at \$25,000. Mrs. Jensen made the motion and Mrs. Burns seconded the motion. The motion passed unanimously through a roll call vote.
- e. Inventory Disposal (Discussion/Action) Mrs. Mora provided an overview of the Inventory Disposal report which included a few additional items weight room items that were added to the draft report. On the advice of our inventory management company, Romero & Weiner, lost items are being listed on the disposal report. After discussion, Mr. Padilla asked for a motion to approve the Inventory Disposal report as presented. Mrs. Jensen made the motion and Mrs. Burns seconded the motion. The motion passed unanimously through a roll call vote.
- f. PSU Accommodations Expense (Discussion/Action) Mrs. Mora requested approval of a higher travel expense allocation due to the costs for staff attending Power School University training. This has been needed in prior years as the standard per diem is insufficient for the venues where the training is held. After discussion, Mr. Padilla requested a motion to approve the travel expenses. Mrs. Jensen made the motion, Mrs. Burns seconded, and the motion passed unanimously through a roll call vote.
- g. Audit Committee Update - Mr. Padilla indicated that the audit is proceeding well and should be completed with an exit meeting expected in October.

7. Academic Performance

a. Academic Dean Report

- i. Data Analysis – Mrs. Dixon presented the progress reports for student course completion, including reviewing the progress by subgroups, in person and remote students. While the progress reports were slightly lower for the first time in years, the results may be negatively impacted by various more rigorous course requirements regarding essays and math assessments.

b. Executive Director Report

- i. Enrollment – Mrs. Mora indicated that current enrollment is at 144 students versus 145 last month.
- ii. Recruitment – Mrs. Mora indicated the school is going to be offering Dual Credit Parent University to assist parents in understanding the details of the opportunities that NCS's Dual Credit program offers their students. She is continuing to work with McKee on online outreach and has more student tours scheduled. A direct mailer for blended learning candidates has been sent out.
- iii. School Business – Mrs. Mora shared the current five-year facilities plan renewal information and the estimated updated capital expense plan compared to the previous plan prepared in 2019. The Board took note of some of the significant building maintenance requirements that will be required in the future.

8. Governance

- a. Academic Committee Report – While the Academic committee has been meeting, there was no report for this meeting.
- b. Board Development – Mrs. Mora provided the Board with the following information and training options to meet their annual training requirements:
 - i. Five hours annually for returning members.
 - ii. Schedule finance training with K12 on 10/16 or 11/20
 - iii. PCSNM Conference Dec 11-13

9. Announcements/Governing Board Member Comments – Mrs. Mora indicated that Mrs. Parker will be stepping down from the Board in the next month or two due to changing personal circumstances but is giving the Board the opportunity to find her replacement.

10. Adjournment

- a. Next regular meeting is October 16, 2024 @ 5:00 pm via Zoom

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.