

**NORTHPOINT**  
CHARTER SCHOOL



## Northpoint Charter School Governance Board

Officers	Members
Eileen Johnson, President Anthony Padilla, Vice President Deborah Burns, Secretary	Lisa Berenberg Elysee Hodges Debra Jensen

### Regular Meeting Notice & Agenda

Wednesday, March 26, 2025 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
Eileen Johnson		Lisa Mora	
Anthony Padilla		Denise Dixson	
Deborah Burns		Marie Bouma	
Lisa Berenberg		Jillian O'Brien	
Elysee Hodges			
Debra Jensen			

### Minutes Recorded by: Deborah Burns

**4/30/2025**

Minutes Approved on \_\_\_\_\_

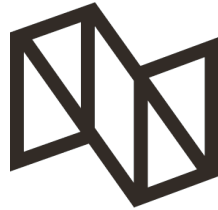
Signed by: \_\_\_\_\_

President: Eileen Johnson

Signed by: \_\_\_\_\_

Vice President: [Signature]

Signed by: \_\_\_\_\_



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## **MINUTES FOR MARCH 26, 2025**

### **AGENDA**

#### **1. Call to Order**

##### **a. Roll Call**

Ms. Johnson called the meeting to order at 5:01 pm. After roll call, all Board members were present.

##### **b. Pledge of Allegiance**

Ms. Johnson led the Board in the Pledge of Allegiance.

#### **2. Adoption of the Agenda (Discussion/Action)**

Ms. Johnson asked for any changes to the agenda. There were no requested changes, so Ms. Johnson asked for a motion to adopt the Agenda. Mrs. Jensen made the motion to approve the Agenda. Mrs. Hodges seconded the motion, and the motion was unanimously approved by roll call vote.

#### **3. Public Comment (see process below)**

##### **a. Seeking stakeholder input on the 2025-2026 Academic Calendar & School Budget, Graduate Profile, Graduation Requirements, and Title I application.**

Ms. Johnson noted that there are no members of the public present.

#### **4. Consent Agenda (Discussion/Action)**

##### **a. Minutes from February 19, 2024 Meeting**

##### **b. Finance**

##### **i. Check Register**

##### **ii. Bank Reconciliation**

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

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

Ms. Johnson noted no items were removed from the Consent Agenda.

#### **6. Financial Management**

##### **a. Finance Committee Report – Mrs. Johnson reported on the Finance Committee**

discussion prior to the Board Meeting. The Finance Committee found no items of concern in the finance packet. They reviewed some preliminary budget items, including staffing and maintenance expenses, and reviewed options for a purchasing card for the school.

- b. Business Manager Report – Mrs. Bouma reported on the financial package, bank reconciliation, and initial budget items.
- c. P-card/Credit Card (Discussion/Action) Mrs. Mora presented options for a purchase card for the school to make school payments to vendors that do not accept a purchase order for payment. She recommended a card with our existing bank, Nusenda. In addition, Mrs. Mora provided a new purchase card policy included in the Board packet.

After discussion, Ms. Johnson requested a motion to approve the P-Card and associated policy as presented. Mr. Padilla made the motion to approve the P-card and policy, and Mrs. Hodges seconded the motion. Mrs. Burns took a roll-call vote, and the motion passed unanimously.

- d. Vendor Contracts over 20K (Discussion/Action) Mrs. Mora is recommending a change in the IT vendor. Power On is recommended to provide much improved user assistance and will include an on-site tech 2 half days per week. This company works with many other charter schools and is familiar with the educational environment.

After discussion, Ms. Johnson requested a motion to approve the change in IT vendor and associated agreement as presented. Mr. Padilla made the motion to approve the IT vendor, and Mrs. Jensen seconded the motion. Mrs. Burns took a roll-call vote, and the motion passed unanimously.

- e. Audit Update – Mrs. Bouma reported the results of the annual audit were released in the last month. NCS had one other matters finding that was an insignificant misclassification.
- f. FY26 Budget (Discussion/Action)
  - i. Budget is due May 8, 2025. Mrs. Bouma reported on the new budget planning. There will likely be a requirement for a 4% increase in staff salaries and increased teacher minimums. SEG won't be announced until mid-April, and so the budget will likely not be ready to review until later in the month. Mrs. Mora shared options for review of the budget.

After discussion, the board agreed to change the April meeting date from April 16<sup>th</sup> to April 30<sup>th</sup>.

## **7. Academic Performance**

a. Academic Dean Report

- i. Cognia Accreditation Report - Mrs. Dixon reported that the final school accreditation was received this month, including several noteworthy practices such as data collection, data-based decisions on student performance, and the supportive sponsor teacher program. Opportunities for improvement identified include adapting course learning to individual students and constructing a multi-year performance and professional development plan.

b. Executive Director Report

- i. Enrollment - Mrs. Mora reported enrollment holding steady at 142.
- ii. Recruitment – Mrs. Mora shared positive results from the March 1<sup>st</sup> Open House. McKee is tracking Google ads, and they are picking up to encourage additional enrollment. Social media ads are in development.
- iii. School Business
  1. Charter Schools Division Site Visit on 3/31  
Mrs. Mora asked for Board members to attend, and Mr. Padilla and Ms. Johnson plan to attend.
  2. Staffing
    - a. Observation/Feedback Cycles – Mrs. Mora reported on 3<sup>rd</sup> quarter reporting cycle and the completion of several professional development trainings.
    - b. Professional Development -Mrs. Mora is planning to include Mrs. O'Brien in the budget process for cross-training purposes as she holds an administrative license.
  3. ESSA Assessments – Mrs. Mora mentioned that the federally mandated requirements for student testing, SAT and NM-ASR, are scheduled for next week.
  4. Potential Capital Outlay of \$125,000 award is pending for the school for a public announcement system and other school capital needs.

**8. Governance**

- a. FY26 Cost Sharing Agreement (Discussion/Action) Mrs. Mora shared the new split of 53% for NCS and 47% for Renaissance. The shift is due to Renaissance declining enrollment.

After discussion, Ms. Johnson requested a motion to approve the new cost sharing agreement as presented. Mrs. Jensen made the motion, and Mr. Padilla

seconded the motion. Ms. Burns took a roll-call vote, and the motion passed unanimously.

- b. Gifted Education Plan (Discussion/Action) Ms. O'Brien presented the new NCS gifted education plan to address gifted student outcomes.

After discussion, Ms. Johnson requested a motion to approve the new NCS gifted student plan as presented. Mrs. Jensen made the motion, and Mr. Padilla seconded the motion. Mrs. Burns took a roll-call vote, and the motion passed unanimously.

- c. Secretary Election (Discussion/Action) Ms. Johnson mentioned that Mrs. Burns will be resigning from the Board at the end of March 2025.

After discussion, Ms. Johnson requested a motion to approve Ms. Hodges as the new Board Secretary. Mrs. Jensen made the motion, and Mr. Padilla seconded the motion. Mrs. Burns took a roll-call vote, and the motion passed unanimously.

- d. Committee Membership (Discussion/Action) Mrs. Johnson identified the need to replace Mrs. Burns on the Finance Committee and also suggested reviewing membership on all the committees.

After discussion, Ms. Johnson requested a motion to approve the following additions to the committee as presented below. Mr. Padilla made the motion, and Mrs. Jensen seconded the motion. Mrs. Burns took a roll-call vote, and the motion passed unanimously.

- i. Finance Committee – Mrs. Jensen
- ii. Recruitment Committee – Mrs. Hodges
- iii. Strategic Planning Committee – Mrs. Berenberg
- iv. Academic Committee - Mrs. Berenberg

- e. Board Development

- i. Five hours annually for returning members
- ii. Current hours for members– Mrs. Mora reviewed remaining training hours needed by certain Board members.

## **9. Announcements/Governing Board Member Comments**

Mrs. Mora and the Board expressed appreciation to Mrs. Burns for her contribution to the school.

## **. Adjournment**

Next regular meeting is April 30, 2025 @ 5:00 pm via Zoom  
The meeting adjourned at 6:31 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](mailto: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.*