

Governing Body By-Laws Amendment Form

The Charter Contract was entered into by and between the New Mexico Public Education Commission and [], hereafter "The School", effective [] of [], [].
The school was approved for a [] Charter Contract.

The School requests the Public Education Commission approve the changes to the Governing Body By-Laws as follows:

EFFECTIVE DATE OF CHANGE:

DESCRIPTION OF CHANGES:

Submit this form and all supporting documents to charter.schools@state.nm.us

The School's Governing Body By-Laws Amendment is hereby submitted by []
on [], and affirms the school meets the following eligibility criteria:

- ☐ Amendment must be submitted to the PEC within 30 days of the change being communicated or implemented; and
- ☐ The school's governing board is in compliance with all reporting requirements.

Elaine Palma

Charter School Representative Signature

Date

The School's Governing Body By-Laws Amendment was:

☐ Approved ☐ Denied

Chair, Public Education Commission

Date



La Academia Dolores Huerta Charter Middle School

"A Dual Language Charter Middle School"

400 W. Bell St.

Las Cruces, NM 88005

Phone: 575-526-2984

Fax: 575-523-5407

The mission of La Academia Dolores Huerta is to provide a diverse bilingual educational program in the arts that fosters the development of a strong socio-cultural identity while achieving academic success.

La misión de La Academia Dolores Huerta es proporcionar un programa educativo bilingüe diverso de las artes que fomenta el desarrollo de una fuerte identidad sociocultural mientras se logra el éxito académico.

Regular Governing Council Meeting Minutes

Thursday, August 12, 2021 at 5:30 PM, LADH Conference Room

- 1) Adrian Gaytan called the meeting to order at 5:30 PM.
- 2) Roll call and establish quorum
GC Members Present:
Adrian Gaytan, President
Robert Palacios, Treasurer
Elaine Palma, Secretary
Yoli Silva, Vice-President
Dalina Matsumoto, General Member (**Non-voting member as has not completed required training)

Members Absent:

None

Guests: Sylvy Galvan de Lucero, Head Administrator; Michelle Paz, Vice-Principal;
Joseph Lincecum, parent of 6th grade student

- 3) Approval of agenda
Adrian Gaytan moved to approve the 8.12.21 general GC meeting agenda; Robert Palacios seconded
Roll-call vote:
Adrian Gaytan: yes
Robert Palacios: yes
Elaine Palma: yes
Yoli Silva: yes
None opposed, motion passed
- 4) Open forum-public input*

Public comments and observations regarding education policy and governance issues, as well as the strategic planning are heard at this time. Time limit per presenter may be imposed by Chair

Joseph Lincecum introduced himself and noted that his 6th grade daughter just started LADH. Wants to become a parent representative on the GC.

- 5) Review, discussion, and possible approval of July 07, 2021 Regular GC Meeting Minutes.

Yoli Silva moved to approve the July 07, 2021 Regular GC Meeting Minutes;

Adrian Gaytan seconded

Roll-call vote:

Adrian Gaytan, President

Robert Palacios: yes

Elaine Palma: yes

Yoli Silva: yes

None opposed, motion passed

ACTION ITEMS

- 6) Review, discussion, and possible approval of the Michael Sena's resignation.
Elaine Palma reported that per email received from Dolores Archuleta with the Charter Schools Division on August 10th (see attached), "*....board resignations do not require board approval, and what you have submitted for the resignation of Michael Sena is sufficient.*" Therefore, Mrs. Palma recommended that no vote be taken on the matter. Discussion ensued and GC arrived at the consensus that no vote was needed.
- 7) Review, discussion, and possible approval of updated GC bylaws presented by Elaine Palma:
- (a.) Updated mission statement: Mrs. Palma reported that she updated the bylaws to include the new mission statement.
- (b.) Article VII: Officers
Section 1: Separation of Secretary and Treasurer positions: Mrs. Palma reported that although the two positions had been separated for some time, they were not separated in this section. Robert Palacios asked if it would be beneficial to indicate "and/or" as it might be necessary for an officer to hold two positions. Mrs. Palma clarified that the GC cannot fall below five members and therefore all four officer positions should be filled. All GC members agreed to the separation of the positions.
- (c.) Article IX: Meetings
Section 1: Regular Meetings
Part B: removal of annual meeting and addition of "in July through the completion of the Annual Open Meetings Act Resolution". Mrs. Palma noted that because the GC does not hold an annual retreat, the language in this section needed to be changed. All GC members agreed to the change in language.

Robert Palacios moved to approve all noted changes to the bylaws in the mission statement; Article VII, section 1; and Article IX, section 1, part B; Adrian Gaytan seconded

Roll-call vote:

Adrian Gaytan, President

Robert Palacios: yes

Elaine Palma: yes

Yoli Silva: yes

None opposed, motion passed

NEW BUSINESS: DISCUSSION ITEMS ONLY – NO ACTION WILL BE TAKEN

8) Finance Committee Report:

Presented by Robert Palacios:

- Not much to report as we are in the first month of school, but everything is on track.
- Old main bank account has finally closed, and all transactions are now going through the main 2 bank account.
- Mr. Palacios reviewed the Capital Outlay Funds and wonders if they could be used in a more efficient manner. There are many opportunities for building improvements. Adrian Gaytan asked what happens with the lease agreement with LCPS if LADH covers the costs of some building maintenance. Elaine Palma asked if LADH is allowed to make building improvements. Mrs. Galvan de Lucero will follow up with LCPS to find out what, if any, building improvements can be made by LADH.
 - Adrian Gaytan asked about using 18-21 LCPS program to staff.
 - Discussed Kohls and Comcast to help with replacing deck. LCPS staff finally responded to work order that was placed last spring semester, but due to size of deck and the required amount of lumber they are going to need, Mrs. Galvan de Lucero was told that they were not sure if they would be doing the job in house or contracting it out.

9) Masks:

Robert Palacios presented: Discussed changes in guidance for mask wearing. Recommended that regardless of vaccination status all students and staff wear masks. Mrs. Galvan de Lucero noted that she had already implemented mask requirement on campus for everyone, regardless of vaccination status. Masks can be taken off when outdoors, eating, and participating in PE, per CDC guidelines.

10) Review August calendar:

(a.) What did last year teach us:

- GC trainings should continue to be offered remote as it was easier for all GC members to complete required trainings.
- Flexibility to quickly adapt to changing situations

(b.) No new committees will be formed at this time.

11) Equity Council Update: Mrs. Galvan de Lucero gave background on why the council was formed and expectations. Reported that all committee member slots had been filled prior

to COVID, but committee now needs to be rebuilt and new members recruited. One 6th grade parent has signed up.

12) Student enrollment 2021-2022:

- Total students currently enrolled: 68
- LADH projected enrollment of 80 students, which must be reached by the 40th count in October to retain funding.
- At the beginning of the school year, 82 students enrolled
- Loss students due to:
 - Since Delta variant many parents have withdrawn their students and are enrolling in LCPS Virtual Learning Academy (VLA). Elaine Palma noted that some students might return once parents realize that VLA does not provide direct instruction.
 - Have also lost some students due to lack of transportation.
 - PED allowed each district to decide if students were retained. Therefore, LADH retained 8th grade students who demonstrated they were not prepared or high school. Parent of students who were retained withdrew them and enrolled them at Picacho Middle School who appears to be planning to move them up to high school due to the students' ages.

13) Standardized testing plan for 2021-2022:

- Testing coordinator trainings are upcoming 8.26.21
- Currently, standardized testing is not being waived.
- Extending Access ELL testing window from last Spring semester to October. Test results from last spring were expected mid-August but now with the extended window, not sure when they will be received. Testing results are needed in order to place students in appropriate classes. Mrs. Galvan de Lucero will find out at the 8.26.21 training when results will be received. Robert Palacios requested that information be reported to the GC as soon as Mrs. Galvan de Lucero receives it. If she is informed that testing results will not be made available until after October then GC will write a letter detailing the negative impact this delay will have on LADH students.

14) Head Administrators Report

- First week of school: off to a good start. No issues with masks wearing.
- Due to pandemic, LCPS is not sending updated cumulative folders to LADH. Hoping this situation improves soon.
- Parent CCP meetings scheduled for the first week of September
- School Leadership Call this morning: PED is trying hard not to close schools down again due to Delta variant. If a school reports four positive COVID-19 cases within the same building, the school will be shut down for 14-days for cleaning. Elaine Palma asked if LADH has a step-by-step action plan to follow in case four students test positive. Mrs. Galvan de Lucero reported they do not. Mrs. Palma requested one be generated/completed and ready to be presented at the next meeting. Adrian Gaytan noted that they could use the plans they implemented last year as a starting point. Mrs. Galvan de Lucero stated she would work on it.

- PLC: focusing on SAT process for students that were retained
- Staff: Cafeteria and day custodian resigned as this was a part-time position and he took a full-time job. LADH made an offer this morning to a candidate and waiting to hear if they accept.
- August 28th NMSU is having Hispanic Heritage Day Event: LADH has an information both and Mariachi and Ballet Folklorico will be performing at the football half-time show.
- Mariachi and Ballet Folklorico have been asked to perform at the Town of Mesilla 16 de Septiembre celebration.
- Fundraisers: Ballet Folklorico is selling shirts for \$13. Mrs. Galvan de Lucero will be sending the GC an order form.
- Community Collaborations:
 - Mrs. Galva de Lucero was officially voted on to the Hispanic Chamber of Commerce
 - NMSU music department
 - Papen Center: After school program

15) Secretary Report

- GC Recruitment: Elaine Palma reminded all GC members to continue recruiting.
- Updating policies: Mrs. Palma reported that in the past she has made random selection from the list on the website as to which policy was next to be updated. Requested input from administration and GC as to which they feels is most important to update next.
 - Robert Palacios requested that revision dates be added next to the policy name on the website. Mrs. Palma will check with Chris Burns if that can be done.
- Statement of Governing Body to Consult with the PED was completed.

16) Adrian Gaytan moved to adjourn GC general meeting at 6:41PM; Robert Palacios seconded

Roll-call vote:

Adrian Gaytan, President

Robert Palacios: yes

Elaine Palma: yes

Yoli Silva: yes

None opposed, motion passed

*Any individual attending a board meeting may sign in to participate in the Public Input section of the Agenda, if any. Such persons may speak on any item after the individual is recognized by the President of the Board and introduces himself/herself at the podium. The Governing Council of La Academia Dolores Huerta will not take action on any item presented under Public Input, until an opportunity to do so is afforded. La Academia Dolores Huerta will provide an interpreter for the Hearing Impaired and simultaneous Spanish translation upon request. Requests should be submitted to the chancellor's office three days prior to the meeting.



Schools, Charter, PED

to Adrian, Sylvy, Corina,, me ▾

Aug 10, 2021, 1:27 PM (3 days ago)



Good day Ms. Palma,

A friendly reminder that the previously requested documentation on your recent board designation will be presented to the PEC at their August 27, 2021 meeting.

Therefore, you will need to submit the missing documentation on the designation of Mr. Matsumoto to us no later than August 19, 2021. Also, if you don't mind submitting the Certificate of Governing Body Vote in PDF format, it would be greatly appreciated.

Just a side note, that board resignations do not require board approval, and what you have submitted for the resignation of Michael Sena is sufficient.

Please do not hesitate to reach out if you have any questions regarding the required documentation.

Warm regards,

Dolores L. Archuleta
Charter Schools Division
Public Education Department

**La Academia Dolores Huerta
Revenue Report
as of July 31st, 2021**

Cycle: FY2022; Begin Date: 07/01/2021; End Date: 07/31/2021; Account Type: Revenue; Subtotal Elements: Fund,Function; Account Expression: ([Fund] >= "11000") ; Subtotal By Account Type: No; Include Unposted Transactions: No; Created On: 8/4/2021 11:10:32 AM

Description	Budget (YTD)	Actual (YTD)	Available (YTD)
Operational - SEG	\$ 1,277,234.00	\$ 105,750.35	\$ 1,171,483.65
Title I	\$ 41,320.00	\$ -	\$ 41,320.00
Title II	\$ 4,269.00	\$ -	\$ 4,269.00
Title IV	\$ 10,000.00	\$ -	\$ 10,000.00
CRRSA/ESSER II	\$ 192,529.00	\$ -	\$ 192,529.00
GO Bond Student Library SB-66	\$ 5,158.00	\$ -	\$ 5,158.00
PSCOC Lease Assistance	\$ -	\$ -	\$ -
HB-33 Ad Valorem Taxes	\$ -	\$ 197.87	\$ (197.87)
SB-9 State Match	\$ 17,129.00	\$ -	\$ 17,129.00
SB-9 Ad Valorem Taxes	\$ 22,107.00	\$ 430.87	\$ 21,676.13
SB-9 Ad Valorem Taxes	\$ 4,756.00	\$ -	\$ 4,756.00
Total	\$ 1,574,502.00	\$ 106,379.09	\$ 1,468,122.91

**La Academia Dolores Huerta
Expenditure Report
as of July 31st, 2021**

Cycle: FY2022; Begin Date: 07/01/2021; End Date: 07/31/2021; Account Type: Expenditure; Subtotal Elements: Fund,Function; Account Expression: ([Fund] >= "11000"); Subtotal By Account Type: No; Include Unposted Transactions: No; Created On: 8/4/2021 11:32:02 AM

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
Operational				
Salaries Expense - LT Subs	\$ 90,441.00	\$ -	\$ -	\$ 90,441.00
Salaries Expense - Teachers	\$ 236,114.00	\$ 6,065.50	\$ 66,720.50	\$ 163,328.00
Salaries Expense - Educational Assistants	\$ 20,154.00	\$ -	\$ -	\$ 20,154.00
Salaries Expense - SPED Teachers	\$ 9,736.00	\$ -	\$ -	\$ 9,736.00
Salaries Expense - "At-Risk" Teachers	\$ 51,950.00	\$ -	\$ -	\$ 51,950.00
Additional Compensation - Teachers	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Additional Compensation - SPED Teachers	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Additional Compensation - Bilingual	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
Benefits	\$ 119,309.00	\$ 1,919.73	\$ 22,031.91	\$ 95,357.36
Professional Development	\$ -	\$ -	\$ 234.00	\$ (234.00)
Other Charges	\$ 100.00	\$ -	\$ 44.00	\$ 56.00
Other Contract Services	\$ 10,600.00	\$ -	\$ 9,400.00	\$ 1,200.00
Other Textbooks	\$ 10,264.00	\$ -	\$ -	\$ 10,264.00
Software	\$ 16,166.00	\$ 8,669.10	\$ 7,975.00	\$ (478.10)
General Supplies and Materials	\$ 3,328.00	\$ -	\$ 525.30	\$ 2,802.70
Supply Assets (\$5,000 Or Less)	\$ 36,316.00	\$ -	\$ -	\$ 36,316.00
Function 1000 - Instruction	\$ 608,478.00	\$ 16,654.33	\$ 106,930.71	\$ 484,892.96
Diagnosticians-Contracted	\$ 9,135.00	\$ -	\$ -	\$ 9,135.00
Speech Therapist- Contracted	\$ 10,883.00	\$ -	\$ -	\$ 10,883.00
Specialists - Contracted	\$ 15,000.00	\$ -	\$ 700.00	\$ 14,300.00
General Supplies & Materials	\$ 500.00	\$ -	\$ -	\$ 500.00
Function 2100 - Support Services Students	\$ 35,518.00	\$ -	\$ 700.00	\$ 34,818.00
General Supplies & Materials	\$ 800.00	\$ -	\$ -	\$ 800.00
Function 2200 - Support Services Instruction	\$ 800.00	\$ -	\$ -	\$ 800.00
Salaries Expense - Superintendent	\$ 91,451.00	\$ 7,620.96	\$ 83,830.54	\$ (0.50)
Benefits	\$ 48,406.00	\$ 2,772.08	\$ 30,695.38	\$ 14,938.54
Professional Development	\$ 362.00	\$ -	\$ 19.50	\$ 342.50
Auditing	\$ 15,750.00	\$ -	\$ -	\$ 15,750.00
Legal	\$ 6,000.00	\$ -	\$ 10,000.00	\$ (4,000.00)
Other Charges	\$ 97.00	\$ -	\$ 140.00	\$ (43.00)
Function 2300 - Support Services General Administration	\$ 162,066.00	\$ 10,393.04	\$ 124,685.42	\$ 26,987.54
Salaries Expense - Secretary	\$ 23,055.00	\$ 1,987.50	\$ 21,862.50	\$ (795.00)
Benefits	\$ 6,056.00	\$ 523.50	\$ 5,758.50	\$ (226.00)
Professional Development	\$ -	\$ -	\$ 19.50	\$ (19.50)
Function 2400 - Support Services School Administration	\$ 29,111.00	\$ 2,511.00	\$ 27,640.50	\$ (1,040.50)
Salaries Expense - Bussineess Manager	\$ 49,986.00	\$ 4,309.16	\$ 47,400.84	\$ (1,724.00)
Benefits	\$ 13,580.00	\$ 1,144.96	\$ 12,836.51	\$ (401.47)
Professional Development	\$ 882.00	\$ -	\$ 19.50	\$ 862.50
Central ServiceOther Professional/Technical Services	\$ 96,485.00	\$ 2,021.80	\$ 98,178.20	\$ (3,715.00)
Software	\$ 14,332.00	\$ 13,159.11	\$ -	\$ 1,172.89
General Supplie& Materials	\$ 1,340.00	\$ 81.42	\$ 618.58	\$ 640.00
Function 2500 - Central Services	\$ 176,605.00	\$ 20,716.45	\$ 159,053.63	\$ (3,165.08)
Salaries Expense - Custodial	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00
Benefits	\$ 3,672.00	\$ -	\$ -	\$ 3,672.00
M & R - Vehicles	\$ 43.00	\$ -	\$ -	\$ 43.00
Electricity	\$ 15,000.00	\$ 1,047.80	\$ 13,952.20	\$ -
Bldg. Heat-Natural Gas	\$ 2,625.00	\$ 23.42	\$ 2,476.58	\$ 125.00
Water/Sewer/Trash	\$ 5,250.00	\$ 598.18	\$ 4,401.82	\$ 250.00
Communications	\$ 150.00	\$ -	\$ -	\$ 150.00
Property/Liability Insurance	\$ 25,217.00	\$ 22,566.00	\$ -	\$ 2,651.00
General Supplieand Materials	\$ 844.00	\$ -	\$ -	\$ 844.00
Gasoline	\$ -	\$ -	\$ 1,000.00	\$ (1,000.00)
Supply Asset(\$1000 Or Less)	\$ -	\$ 267.75	\$ 3,032.25	\$ (3,300.00)
Function 2600 - Operation & Maintenance of Plant	\$ 67,801.00	\$ 24,503.15	\$ 24,862.85	\$ 18,435.00

**La Academia Dolores Huerta
Expenditure Report
as of July 31st, 2021**

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
Restricted Expenditures	\$ 411,488.00	\$ -	\$ -	\$ 411,488.00
Function 2900 - Other Support Services	\$ 411,488.00	\$ -	\$ -	\$ 411,488.00
Professional Development	\$ -	\$ -	\$ 19.50	\$ (19.50)
Function 3100 - Food Services	\$ -	\$ -	\$ 19.50	\$ (19.50)
Fund 11000 - Operational	\$ 1,491,867.00	\$ 74,777.97	\$ 443,892.61	\$ 973,196.42
<u>Instructional Material</u>				
Direct Instructional Materials 30%	\$ 608.00	\$ -	\$ -	\$ 608.00
Function 1000 - Instruction	\$ 608.00	\$ -	\$ -	\$ 608.00
Fund 14000 - Total Instructional Materials Sub-Fund	\$ 608.00	\$ -	\$ -	\$ 608.00
<u>Food Services</u>				
Other Charges	\$ 200.00	\$ 200.00	\$ -	\$ -
Food	\$ 6,602.00	\$ -	\$ -	\$ 6,602.00
General Supplies & Materials	\$ 600.00	\$ -	\$ -	\$ 600.00
Function 3100 - Food Services Operations	\$ 7,402.00	\$ 200.00	\$ -	\$ 7,202.00
Fund 21000 - Food Services	\$ 7,402.00	\$ 200.00	\$ -	\$ 7,202.00
<u>Activity Fund</u>				
General Supplies and Materials	\$ 9,083.00	\$ 58.92	\$ -	\$ 9,024.08
Function 1000 - Instruction	\$ 9,083.00	\$ 58.92	\$ -	\$ 9,024.08
Fund 23000 - Non-Instructional Support	\$ 9,083.00	\$ 58.92	\$ -	\$ 9,024.08
<u>Title I</u>				
Salaries Expense	\$ 32,686.00	\$ -	\$ -	\$ 32,686.00
Benefits	\$ 8,634.00	\$ -	\$ -	\$ 8,634.00
Function 1000 - Instruction	\$ 41,320.00	\$ -	\$ -	\$ 41,320.00
Fund 24101 - Title I - IASA	\$ 41,320.00	\$ -	\$ -	\$ 41,320.00
<u>CSP</u>				
Salaries Expense - Teacher	\$ -	\$ 2,307.70	\$ -	\$ (2,307.70)
Salaries Expense - SPED Teacher	\$ -	\$ 1,153.85	\$ -	\$ (1,153.85)
Benefits	\$ -	\$ 927.51	\$ 423.52	\$ (1,351.03)
Function 1000 - Instruction	\$ -	\$ 4,389.06	\$ 423.52	\$ (4,812.58)
Salaries Expense - SPED Teacher	\$ -	\$ 288.00	\$ -	\$ (288.00)
Benefits	\$ -	\$ 73.59	\$ 127.82	\$ (201.41)
Function 26000 - Operations & Maintenance of Plant	\$ -	\$ 361.59	\$ 127.82	\$ (489.41)
Fund 24146 - Charter School Expansion Grant	\$ -	\$ 4,750.65	\$ 551.34	\$ (5,301.99)
<u>Title II</u>				
Professional Development	\$ 4,269.00	\$ -	\$ 1,783.50	\$ 2,485.50
Function 1000 - Instruction	\$ 4,269.00	\$ -	\$ 1,783.50	\$ 2,485.50
Fund 24154 - Teacher/Principal Training & Recruiting	\$ 4,269.00	\$ -	\$ 1,783.50	\$ 2,485.50
<u>Title IV</u>				
Salaries Expense - Teacher	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
Function 1000 - Instruction	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
Fund 24189 - Student Supp Academic Achievement Title IV	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00

**La Academia Dolores Huerta
Expenditure Report
as of July 31st, 2021**

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
<u>CARES Act - ESSER II</u>				
Salaries Expense - Teacher	\$ 22,500.00	\$ -	\$ -	\$ 22,500.00
Additional Compensation	\$ 12,000.00	\$ -	\$ -	\$ 12,000.00
Professional Development	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
Other Contract Services	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00
Function 1000 - Instruction	\$ 51,000.00	\$ -	\$ -	\$ 51,000.00
Salaries Expense - Coordinator	\$ 22,500.00	\$ -	\$ -	\$ 22,500.00
Salaries Expense - Counselor/Social Worker	\$ 66,500.00	\$ -	\$ -	\$ 66,500.00
Function 2100 - Support Services-Students	\$ 89,000.00	\$ -	\$ -	\$ 89,000.00
Salaries Expense - Front Desk	\$ 22,500.00	\$ -	\$ -	\$ 22,500.00
General Supplies and Materials	\$ 529.00	\$ -	\$ -	\$ 529.00
Function 2400 - Support Services - School Administration	\$ 23,029.00	\$ -	\$ -	\$ 23,029.00
Salaries Expense - Custodian	\$ 22,500.00	\$ 977.00	\$ 10,747.00	\$ 10,776.00
Benefits	\$ -	\$ 249.62	\$ 2,745.82	\$ (2,995.44)
General Supplies and Materials	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00
Function 2600 - Operation & Maintenance of Plant	\$ 29,500.00	\$ 1,226.62	\$ 13,492.82	\$ 14,780.56
Fund 24308 - CRRSA/ESSER II	\$ 192,529.00	\$ 1,226.62	\$ 13,492.82	\$ 177,809.56
<u>Title XIX MEDICAID</u>				
Other Charges	\$ 49,266.00	\$ -	\$ -	\$ 49,266.00
Function 2100 - Support Services-Students	\$ 49,266.00	\$ -	\$ -	\$ 49,266.00
Fund 25153 - Title XIX MEDICAID 3/21 Years	\$ 49,266.00	\$ -	\$ -	\$ 49,266.00
<u>Spaceport</u>				
General Supplies and Materials	\$ 131.00	\$ -	\$ -	\$ 131.00
Supply Assets (\$5,000 or Less)	\$ 8,323.00	\$ -	\$ -	\$ 8,323.00
Function 1000 - Instruction	\$ 8,454.00	\$ -	\$ -	\$ 8,454.00
Fund 26204 - Spaceport	\$ 8,454.00	\$ -	\$ -	\$ 8,454.00
<u>GO Library Bonds</u>				
Library and Audio Visual	\$ 5,158.00	\$ -	\$ -	\$ 5,158.00
Function 2200 - Support Service Instruction	\$ 5,158.00	\$ -	\$ -	\$ 5,158.00
Fund 27107 - 2012 GO Bond Student Library SB-66	\$ 5,158.00	\$ -	\$ -	\$ 5,158.00
<u>Instructional Materials</u>				
Instructional Materials Cash - 50% Textbooks	\$ 2,680.00	\$ -	\$ -	\$ 2,680.00
Function 1000 - Instruction	\$ 2,680.00	\$ -	\$ -	\$ 2,680.00
Fund 27109 - Instructional Mats - GAA of 2019	\$ 2,680.00	\$ -	\$ -	\$ 2,680.00
<u>Medicaid HSD</u>				
General Supplies and Materials	\$ 6,804.00	\$ -	\$ -	\$ 6,804.00
Function 21000 - Capital Outlay	\$ 6,804.00	\$ -	\$ -	\$ 6,804.00
Fund 28144 - Medicaid HSD	\$ 6,804.00	\$ -	\$ -	\$ 6,804.00
<u>PSCOC Lease Assistance</u>				
Renting Land and Buildings	\$ -	\$ -	\$ 60,530.00	\$ (60,530.00)
Function 4000 - Capital Outlay	\$ -	\$ -	\$ 60,530.00	\$ (60,530.00)
Fund 31200 - Public School Capital Outlay	\$ -	\$ -	\$ 60,530.00	\$ (60,530.00)

La Academia Dolores Huerta
Expenditure Report
as of July 31st, 2021

Description	Budget (YTD)	Actual (YTD)	Encumbrance (YTD)	Available (YTD)
<u>HB-33 Ad Valorem</u>				
County Tax Collection Costs	\$ 521.00	\$ 1.98	\$ -	\$ 519.02
Function 2300 - General Administration	\$ 521.00	\$ 1.98	\$ -	\$ 519.02
Supply Assests (\$1000 or Less)	\$ 34,786.00	\$ -	\$ -	\$ 34,786.00
Function 4000 - Capital Outlay	\$ 34,265.00	\$ -	\$ -	\$ 34,786.00
Fund 31600 - Capital Improvements HB-33	\$ 34,786.00	\$ 1.98	\$ -	\$ 35,305.02
<u>SB-9 State Match</u>				
Supply Asset(\$1000 Or Less)	\$ 17,129.00	\$ -	\$ -	\$ 17,129.00
Function 4000 - Capital Outlay	\$ 17,129.00	\$ -	\$ -	\$ 17,129.00
Fund 31700 - Capital Improvement SB-9	\$ 17,129.00	\$ -	\$ -	\$ 17,129.00
<u>SB-9 Ad Valorem</u>				
General Administration-County Tax Collection Costs	\$ 221.00	\$ 4.31	\$ -	\$ 216.69
Function 2300 - General Administration	\$ 221.00	\$ 4.31	\$ -	\$ 216.69
Bldgs/Gmnds/Equipment (SB-9)	\$ 4,500.00	\$ -	\$ 4,500.00	\$ -
Supply Asset(\$5,000 or Less)	\$ 104,324.00	\$ -	\$ -	\$ 104,324.00
Function 4000 - Capital Outlay	\$ 108,824.00	\$ -	\$ 4,500.00	\$ 104,324.00
Fund 31701 - Capital Improvements SB-9 Local	\$ 109,045.00	\$ 4.31	\$ 4,500.00	\$ 104,540.69
<u>SB-9 Ad Valorem</u>				
Supply Asset(\$5,000 or Less)	\$ 8,966.00	\$ -	\$ -	\$ 8,966.00
Function 4000 - Capital Outlay	\$ 8,966.00	\$ -	\$ -	\$ 8,966.00
Fund 31701 - Capital Improvements SB-9 Local Cash	\$ 8,966.00	\$ -	\$ -	\$ 8,966.00
Total	\$ 1,999,366.00	\$ 81,020.45	\$ 524,750.27	\$ 1,394,116.28

La Academia Dolores Huerta
Statement of Bills and Disbursements
July 2021

Bank	US Bank	Account Number	Activity		
Date	Number	Type	Payee/From	Deposit	Withdrawal
7/15/2021	31913	Journal Entry	Activity CASC July 2021		\$58.92
Total				\$	- \$58.92

Bank	US Bank	Account Number	Main Account - 5246		
Date	Number	Type	Payee/From	Deposit	Withdrawal
7/2/2021		Payroll Liability Check	US Bank- Payroll		\$ 3,191.37
7/7/2021		Payroll Liability Check	IRS		\$ 852.23
7/9/2021		Payroll Liability Check	NM Retiree Health Care Authority		\$ 2,898.79
7/9/2021		Payroll Liability Check	NMPSIA		\$ 5,281.42
7/13/2021		Payroll Liability Check	First Financial Administrators, Inc.		\$ 1,128.90
7/14/2021		Payroll Liability Check	New Mexic State Treasurer		\$ 23,678.37
7/15/2021		Payroll Liability Check	US Bank- Payroll		\$ 9,072.77
7/21/2021		Payroll Liability Check	IRS		\$ 3,205.55
7/23/2021		Payroll Liability Check	Taxation & Revenue		\$ 2,050.58
7/26/2021		AP Warrant	NMPSIA Risk		\$ 22,566.00
7/28/2021		Payroll Liability Check	NM Taxation & Revenue Dept.		\$ 73.10
7/30/2021		Paycheck	Hernandez, Vince		\$ -
7/30/2021		Payroll Liability Check	US Bank- Payroll		\$ 6,409.00
Sub Total				\$	- \$80,408.08

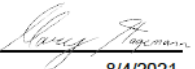
Bank	US Bank	Account Number	Main Account II - 2144		
Date	Number	Type	Payee/From	Deposit	Withdrawal
7/14/2021	07-001	Cash Receipt	SEG July 2021	\$ 105,750.35	
7/15/2021	13402	AP Warrant	El Paso Electric		\$ 1,047.80
7/15/2021	13403	AP Warrant	Harris School Solutions		\$ 13,159.11
7/15/2021	13404	AP Warrant	PowerSchool Group LLC		\$ 8,669.10
7/15/2021	13405	AP Warrant	PTS Office Systems		\$ 81.42
7/15/2021	13406	AP Warrant	Stooney, LLC		\$ 725.00
7/15/2021	13407	AP Warrant	T Mobile		\$ 267.75
7/20/2021	07-002	Cash Receipt	HB-33 & SB-9 Dona Ana County	\$ 622.45	
7/23/2021	07-003	Cash Receipt	GEERs 24305 RfR #2 FY21	\$ 111.07	
7/26/2021		AP Warrant	NMPSIA Risk		\$ 22,566.00
7/26/2021	00032581	Journal Entry	Void Warrant: (Null); Reversing Disbursement for Voucher: APV2	\$ 22,566.00	
7/27/2021	07-004	Cash Receipt	Title II 24154 RfR#2 FY21	\$ 162.03	
7/27/2021	07-005	Cash Receipt	Lease Assistance Q4 FY21	\$ 15,132.50	
7/29/2021	13408	AP Warrant	City of Las Cruces		\$ 621.60
7/29/2021	13409	AP Warrant	NM Environment Department		\$ 200.00
7/29/2021	13410	AP Warrant	Stooney, LLC		\$ 962.50
7/29/2021	13411	AP Warrant	Wells Fargo Vendor Financial Services LLC		\$ 334.30
Sub Total				\$ 144,344.40	\$ 48,634.58

Grand Total				\$ 144,344.40	\$ 129,101.58
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BANK RECONCILIATION

School: La Academia Dolores Huerta
Bank: US Bank
Account Description: Main - 5246
Statement Date: July 31, 2021

Beginning balance per bank	\$ 224,838.22
Cleared transactions:	
Checks and withdrawals	\$ (80,408.08)
Deposits and credits	\$ -
Other bank adjustments	
Ending balance per bank	<u>144,430.14</u>
Plus: Outstanding Deposits	-
Plus: Cleared items prior to entry	-
Less: Outstanding checks	\$ -
Balance per GL	<u><u>\$ 144,430.14</u></u>

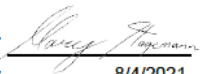
Reviewed by: 
Date: 8/4/2021

BANK RECONCILIATION

School: La Academia Dolores Huerta
Bank: US Bank
Account Description: Main II - 2144
Statement Date: July 31, 2021

Beginning balance per bank	\$ 177,584.23
Cleared transactions:	
Checks and withdrawals	\$ (40,093.58)
Deposits and credits	\$ 121,778.40
Other bank adjustments	
Ending balance per bank	<u>259,269.05</u>

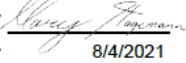
Plus: Outstanding Deposits	-
Plus: Cleared items prior to entry	-
Less: Outstanding checks	\$ (2,420.44)
Balance per GL	<u><u>\$ 256,848.61</u></u>

Reviewed by: 
Date: 8/4/2021

BANK RECONCILIATION

School: La Academia Dolores Huerta
 Bank: US Bank
 Account Description: Activity Account -5089
 Statement Date: July 31, 2021

Beginning balance per bank	\$ 8,822.50
Cleared transactions:	
Checks and withdrawals	\$ (58.92)
Deposits and credits	-
Other bank adjustments	-
Ending balance per bank	<u>8,763.58</u>
Plus: Outstanding Deposits	-
Plus: Cleared items prior to entry	-
Less: Outstanding checks	\$ -
Balance per GL	<u>\$ 8,763.58</u>

Reviewed by: 
 Date: 8/4/2021

La Academia Dolores Huerta Balance Sheet Report as of July 31st, 2021

Description	11000	14000	21000	23000	24101	24106	24146	24154	24189	24301
11011 - Bank Accounts	\$ 83,421.40	\$ 608.34	\$ 8,892.14	\$ 8,844.18	\$ (31,425.65)	\$ 104.31	\$ (32,338.00)	\$ -	\$ (10,000.00)	\$ (31,540.77)
11311 - Main Bank Acct - Cash (new)	\$ 175,049.98	\$ -	\$ (200.00)	\$ (80.60)	\$ 31,754.83	\$ (126.12)	\$ (25,367.48)	\$ -	\$ 10,000.00	\$ 25,520.23
Subtotal of Account Type: Asset	\$ 258,471.38	\$ 608.34	\$ 8,692.14	\$ 8,763.58	\$ 329.18	\$ 38.19	\$ (57,706.08)	\$ -	\$ -	\$ (6,020.54)
Subtotal of Account Group: Assets	\$ 258,471.38	\$ 608.34	\$ 8,692.14	\$ 8,763.58	\$ 329.18	\$ 38.19	\$ (57,706.08)	\$ -	\$ -	\$ (6,020.54)
21011 - Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ 818.53	\$ -	\$ -	\$ -	\$ -	\$ -
23011 - Accrued Salaries and Benefits	\$ 657.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23100 - Payroll Deductions and Withholdings	\$ 663.30	\$ -	\$ -	\$ -	\$ 2.02	\$ -	\$ -	\$ -	\$ -	\$ -
23126 - Unemployment Insurance	\$ 1,169.55	\$ -	\$ -	\$ -	\$ 77.90	\$ 38.19	\$ 37.05	\$ -	\$ -	\$ 12.81
23141 - Federal Income Tax	\$ 806.61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23142 - State Income Tax	\$ 565.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 132.28	\$ -	\$ -	\$ -
23143 - Fica	\$ 589.71	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30.29
23144 - Medicare	\$ 137.91	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7.08
23145 - ERB	\$ 3,336.77	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 430.63	\$ -	\$ -	\$ 114.32
23222 - Fica	\$ 589.71	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30.29
23223 - Medicare	\$ 137.91	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7.08
23224 - ERB	\$ 3,427.19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 643.06	\$ -	\$ -	\$ 167.56
23225 - Employee Ins.	\$ 4,897.29	\$ -	\$ -	\$ -	\$ 79.74	\$ -	\$ 103.79	\$ -	\$ -	\$ -
23227 - Workers Compensation	\$ 2.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26247 - Voluntary Deductions	\$ 1,219.33	\$ -	\$ -	\$ -	\$ 169.48	\$ -	\$ 63.00	\$ -	\$ -	\$ -
Subtotal of Account Type: Liability	\$ 18,231.38	\$ -	\$ -	\$ -	\$ 1,147.67	\$ 38.19	\$ 1,409.81	\$ -	\$ -	\$ 369.43
32300 - Unreserved Fund Balance	\$ 202,267.60	\$ 608.34	\$ 8,892.14	\$ 8,822.50	\$ (818.49)	\$ -	\$ (54,365.24)	\$ (162.03)	\$ -	\$ (5,163.35)
Net Increase/Decrease	\$ 30,972.38	\$ -	\$ (200.00)	\$ (58.92)	\$ -	\$ -	\$ (4,750.65)	\$ 162.03	\$ -	\$ (1,226.62)
Subtotal of Account Type: Fund Balance/Retained Earnings	\$ 240,239.98	\$ 608.34	\$ 8,692.14	\$ 8,763.58	\$ (818.49)	\$ -	\$ (59,115.89)	\$ -	\$ -	\$ (6,389.97)
Subtotal of Account Group: Liabilities/Fund Balance	\$ 258,471.38	\$ 608.34	\$ 8,692.14	\$ 8,763.58	\$ 329.18	\$ 38.19	\$ (57,706.08)	\$ -	\$ -	\$ (6,020.54)

La Academia Dolores Huerta
Balance Sheet Report
as of July 31st, 2021

24305	24306	25153	26204	27107	27109	28144	31200	31600	31701	31703	Total	Total
\$ (327.25)	\$ (1,574.95)	\$ 27,490.84	\$ 8,455.13	\$ -	\$ 2,680.46	\$ 6,803.72	\$ (31,722.19)	\$ 37,521.81	\$ 103,111.40	\$ 4,210.00	\$ 153,274.32	\$ 233,741.32
\$ 327.25	\$ 178.56	\$ -	\$ -	\$ (721.12)	\$ (53.96)	\$ -	\$ 31,722.19	\$ 513.53	\$ 8,250.74	\$ -	\$ 256,768.01	\$ 161,058.19
\$ -	\$ (1,396.39)	\$ 27,490.84	\$ 8,455.13	\$ (721.12)	\$ 2,626.50	\$ 6,803.72	\$ -	\$ 38,035.34	\$ 111,362.14	\$ -	\$ 405,832.33	\$ 394,799.51
\$ -	\$ (1,396.39)	\$ 27,490.84	\$ 8,455.13	\$ (721.12)	\$ 2,626.50	\$ 6,803.72	\$ -	\$ 38,035.34	\$ 111,362.14	\$ -	\$ 405,832.33	\$ 394,799.51
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 818.53	\$ 3,840.35
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 665.98	\$ 665.32
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 665.32	\$ 1,341.14
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,365.50	\$ 197.83
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 806.61	\$ 2,118.87
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 698.10	\$ 265.26
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 620.00	\$ 62.04
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 144.99	\$ 11,229.11
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,881.72	\$ 265.26
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 620.00	\$ 62.04
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 144.99	\$ 15,805.31
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,237.81	\$ 6,708.03
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,080.82	\$ 75.40
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2.30	\$ 3,454.66
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,451.81	\$ 45,899.42
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,196.48	\$ 440,532.37
\$ (111.07)	\$ (1,396.39)	\$ 27,490.84	\$ 8,455.13	\$ (721.12)	\$ 2,626.50	\$ 6,803.72	\$ (15,132.50)	\$ 37,830.45	\$ 110,935.58	\$ -	\$ 343,871.61	\$ (95,842.28)
\$ 111.07	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,132.50	\$ 195.89	\$ 426.56	\$ -	\$ 40,764.24	\$ 344,690.09
\$ -	\$ (1,396.39)	\$ 27,490.84	\$ 8,455.13	\$ (721.12)	\$ 2,626.50	\$ 6,803.72	\$ -	\$ 38,035.34	\$ 111,362.14	\$ -	\$ 384,635.85	\$ 390,589.51
\$ -	\$ (1,396.39)	\$ 27,490.84	\$ 8,455.13	\$ (721.12)	\$ 2,626.50	\$ 6,803.72	\$ -	\$ 38,035.34	\$ 111,362.14	\$ -	\$ 405,832.33	

Principal's Report

Aug. 12, 2021

Current Enrollment:

Grade	Enrolled
6 th	28
7 th	18
8 th	22
Total	68

- Still have spaces available for all grades.

LADH News:

- First week of school is off to a good start. Kids are happy to be back in person.
- Cultural Committee Project (CCP)
 - Will hold a CCP Intro meeting in early September.
- School Leaders Conference Call
 - See notes in Google File
- Finance Committee met on Wednesday, Aug 12, 2021 (See Finance Report)

Student Achievement/ Student News:

- Non at the moment

Professional Learning Community (PLC):

- PD is being focused on the SAT Process for any students that have been retained or are struggling as well as the steps of MLSS.
- New teacher evaluation platform on CANVAS

Teacher/Staff News:

- Our Cafeteria and Day custodian resigned so we are in the process of interviewing for a replacement.

Upcoming Events:

- Aug 28th, Hispanic Heritage Day Celebration at NMSU. LADH will have a recruiting/Info booth at the Tailgating Heritage Celebration and Ballet Folklorico & Mariachi will be performing during the ½ time show.
- LADH BF will be performing in Mesilla Sept 11 & 12

Fundraisers:

- LADH Folklorico will be selling T-shirts as their 1st Fundraiser of the year.

Community Collaboration:

- LC Hispanic Chamber of Commerce providing volunteer opportunities and community involvement projects.
- NMSU Music Dept., Youth Orchestras @ NMSU, and Camerata del Sol After School Community Program
- Frank J. Papen Ctr (After School Program), CYFD

LA ACADEMIA DOLORES HUERTA
“Charter School”

BYLAWS

ARTICLE I. NAME

The name of the charter school is La Academia Dolores Huerta, hereafter referred to as La Academia.

ARTICLE II: VISION & MISSION STATEMENT

Vision Statement

La Academia Dolores Huerta holds that the current and growing globalization will increasingly demand that our future leaders in all spheres and arenas possess and apply a knowledge and appreciation of the cultures and languages to which they may be exposed locally and beyond. La Academia Dolores Huerta will encourage students’ development of social identity through language, cultural values, and global realities. La Academia Dolores Huerta therefore holds that its enrollment, curriculum, goals and objectives and methodologies provide its students with an education based on dual language and multicultural exposition and applications. The curriculum will be academically rigorous, relevant, and content rich to meet the needs of all students. La Academia Dolores Huerta will serve students in grades 6-8 from the greater Las Cruces area whose population is diverse, lower socioeconomic status, socially impacted and currently underserved.

Mission Statement

~~La Academia’s mission is to: create an environment that enables middle school students to achieve high academic standards and personal growth through: (1) promoting multilingualism with a focus on bilingualism; (2) nurturing cultural awareness and appreciation; (3) recognizing and developing the gifts and skills of each student; (4) providing an education equal or better than that provided by other public or private schools; and (5) promoting nonviolence emulating of the principals espoused by leaders such as Martin L. King, Cesar Chavez, and Dolores Huerta.~~

~~La Academia encourages and assists its students and their parents to maximize the child’s educational experience by facilitating their ability to partner with the school’s staff, and thereby help them grow in self motivation, competency, independence, experience, knowledge and self worth.~~

The mission of La Academia Dolores Huerta is to provide a diverse bilingual educational program in the arts that fosters the development of a strong socio-cultural identity while achieving academic success.

ARTICLE III: GOALS AND OBJECTIVES

In order to best accomplish its stated mission, La Academia hereby adopts the following goals and objectives:

1. Establish and implement curriculum, instructional and assessment strategies that support high achievement standards that develop and enhance each student’s capacity as an independent learner.

2. Promote and provide the means by which to maximize each student's achievement in language acquisition and fluency in English and Spanish.
3. Implement strategies that promote and strengthen parent, community and school interactions that support achievement of La Academia's stated mission.
4. Implement technology-based education for every student in order to develop the student's competency and literacy as necessary and desirable skills in their future education and eventual employment.
5. Promote nonviolence through instruction and practices based on the principals and spirit of Cesar Chavez, Martin Luther King, and Dolores Huerta.
6. Promote cultural diversity and appreciation through programs of music, dance, art, etc., that present that diversity in a positive light.

ARTICLE IV: GOVERNANCE

The affairs of La Academia shall be governed by a Governing Council that will function in accord with provisions of these By-laws and such other applicable public and school district policies, rules, regulations, and statutes.

ARTICLE V: COUNCIL'S ROLE, RESPONSIBILITIES AND AUTHORITIES

The governing council shall:

1. Establish and promulgate all policies regarding the operations of La Academia, its mission, goals and objectives.
2. Have sole responsibility for the selection, appointment, monitoring and evaluation of the chief administrator (Principal), who in turn shall have and exercise the authority to hire, monitor, evaluate, promote, demote or terminate all other employees.
3. Develop, and approve the school's yearly operating budget and revisions thereto, and through its Secretary/Treasurer shall monitor financial transactions during the course of a fiscal year.
4. Approve the curriculum and any changes thereto proposed by the Principal.
5. Establish and implement procedures governing the processes and actions of the council.
6. Approve all major contracts and agreements executed on behalf of the school and approve any legal action(s) that may need to be initiated, and authorize accessing legal counsel when legal action is initiated against the Council or the school.
7. Conduct all meetings in accord with adopted schedule and in compliance with provisions of these by-laws and in accordance with other legal provisions or requirements.
8. Through its President, act as the primary point of contact and negotiation with the Authorizer's governing entity with the Principal being the primary point of contact with the Authorizer's chief administrative officer or his/her designee.
9. Through its Officer and members promote the involvement and interaction of the community, parents and professionals with the school and thereby strengthen and sustain the school's resource base and public image and recognition.

ARTICLE VI: GOVERNING COUNCIL

1. Composition: The Governing Council shall consist of five (5); six (6) members; or seven members.
2. Qualifications: One (1) or two (2) members of the Council shall be parents or guardians of students attending La Academia during the current school year. The remaining members shall be individuals from the community who demonstrate a commitment to the mission and values expressed in the school's charter and these By-laws; who does not receive compensation from the school; and does not violate the Nepotism Law of NMSA 1978, Section 22-5-6 or LADH Nepotism rules. Membership of the Governing Council shall strive to reflect the entire LADH community. Competencies considered will include educational administration; curriculum and instruction; business administration; finance; strategic planning; policy development; natural environment; law; community relations; and other areas of strategic expertise, resources, and perspective needed to achieve the mission and goals of the school.
3. Recruitment and Election: New members to the Council shall be recruited by public solicitation of applicants. A board committee charged with recruitment will be created and maintained. The committee will identify potential future members that can be immediately contacted when a vacancy occurs. All applicants shall submit a letter of intent, which will be reviewed by all seated GC members. The GC President and one GC member volunteer will meet with the nominee(s) (in person, via telephone, or via video conference) and conduct an interview. The GC President will inform the GC of recommendations. The elected member(s) shall be officially seated at the next general GC meeting.
4. Term of Office: The term of office shall be three (3) years. Members may serve up to three (3) consecutive terms.
5. Vacancies: 60-days prior to a planned vacancy or at the time of an unplanned vacancy the remaining Council members shall implement the established processes for recruitment, interviewing and appointment of the replacement member. The newly appointed person will serve the full term of the GC position they accepted.
6. Removal and Suspension: A member or officer of the Governing Council may be removed or suspended by a vote of three (3) of the remaining four (4) Council members for malfeasance, unexcused absenteeism, violation of its adopted Code of Ethics, or for misrepresentation of the council or the school.
7. Conflicts of Interest: If a Council member knows that he/she is in a conflict of interest regarding any matter coming before the Council, or in matters concerning personnel, that member will voluntarily excuse him/herself from discussing, participating or voting on said matter. Should the member fail to excuse him/herself voluntarily, the President is empowered to suspend the member from all proceedings regarding the particular matter under consideration.
8. Ex Officio Membership: In order to establish and sustain an effective working relationship between the School Advisory Committee (SAC) a member of the SAC shall be seated as an Ex officio, non-voting member of the Council except during closed door sessions regarding personnel or potential litigation; and the Council's President shall designate in rotation, a Council member as an Ex officio representative at SAC meetings.

ARTICLE VII: OFFICERS

1. Composition: The officers for the Governing Council shall consist of: 1) President; 2) Vice-President; 3) ~~Secretary/Treasurer~~ **Secretary; and 4) Treasurer**
2. Term of Office: The term of office for each position shall be for one (1) year with a maximum of 2 consecutive years. An officer after serving the maximum of two (2) terms may not be elected to another officer position without a lapse of one year.
3. Vacancies: Should a vacancy occur in any officer position by removal, relinquishment or resignation, the position shall be filled by majority vote of the remaining Council members at the meeting immediately following the creation of the vacancy.

ARTICLE VIII: DUTIES AND RESPONSIBILITIES OF OFFICERS

1. President: The president shall:
 - a. Preside at all Council meetings.
 - b. Create such committee(s) as may be deemed necessary, and appoint the chairperson for each committee.
 - c. Represent the Council in dealings with state and local public school entities, the media and general public.
 - d. Be the recipient of any/all complaints that may come under the Council's jurisdiction as set forth in adopted policies regarding "complaints".
2. Vice-President: The Vice-President shall:
 - a. In the absence or unavailability of the President, serve in that capacity.
 - b. Perform other such duties as may be assigned by the President.
3. Secretary: The Secretary shall:
 - a. Record (or have recorded), keep, preserve, distribute, or cause to be distributed to Council members, minutes of all meetings conducted by the Council within ten (10) days following the meeting.
 - b. Be responsible for the proper public posting and notification of meetings in compliance with adopted council policies and/or applicable state statute.
 - c. The GC Secretary will be responsible for maintaining a comprehensive GC log to include:
 - Beginning term date
 - Ending term date
 - Resignation date
 - Completion of GC changes report to PED
 - d. The GC secretary will initially provide all new members and continuing members with a list of training requirements via email and at the first GC meeting of the school year.
 - e. The GC secretary, in conjunction with the business specialist, will monitor training completion by maintaining a training roster/log and will continuously update members of the trainings that are lacking.

- f. The GC secretary will inform NMPED of any changes in the GC in a timely manner, following all guidelines.
 - g. The Secretary will maintain all logs and submitted documentation on a flash drive, which will be the property of LADH and will be available for future GCs to reference, ensuring continuity.
4. Treasurer:
- a. The treasurer will oversee all matters related to the school's finances, property, budget, and compliance with integrity and care, remaining apprised of legal and ethical requirements for the position.
 - b. The treasurer must be knowledgeable about standard financial and accounting practices; align all financial transactions with the mission, goals, bylaws, and legal requirements of the school; and provide the information needed for all board members to make financial decisions for the school.
 - c. The treasurer will have a strong and positive working relationship with the Head Administrator, Budget Manager, and Chief Procurement Officer (CPO), allowing for the delivery of accurate and complete financial reports to the Governing Council on a regular basis.
 - d. The treasurer will serve as the chair of the finance committee and lead the committee in setting and meeting annual goals.
 - e. The treasurer will ensure that all members of the Governing Council fully comprehend the financial matters of the school and receive reliable and timely information regarding those matters
 - f. The treasurer will work with the finance committee, Head Administrator, and CPO in leading the development of an annual school budget and presenting the budget to the full Governing Council for approval.
 - g. The treasurer will understand financial accounting for charter schools.
 - h. The treasurer will oversee and review the annual audit process.

ARTICLE IX: MEETINGS

1. Regular Meetings:
- a. The Council shall meet in regular session at least once per month, but more often as provided for in these By-laws.
 - b. A calendar of regular meetings shall be established ~~at the Council's annual meeting.~~ **in July through the completion of the Annual Open Meetings Act Resolution.** Modification of the calendar may occur during the year by resolution of the quorum majority of Council members.
 - c. A draft of the previous meeting minutes shall be made available to each Council member and the public within ten (10) days prior to the date of the subsequent meeting.
 - d. An agenda for each regular meeting shall be provided to each Council member not less than three (3) days prior to the date of the next scheduled meeting.
 - e. "Notice of meeting" shall be publicly posted at the school's facilities not less than three (3) days prior to the date of the scheduled meeting.

2. Special Meetings: For purposes of these By-laws, a special meeting is defined as “a meeting called and conducted as an additional meeting to the established schedule of “regular meetings”, and:
 - a. Shall be called by the President (or Vice-President in the absence of the President).
 - b. Posting of notice of a special meeting shall be made at the school’s facility at least three (3) days (72-hours) prior to the date of the meeting; and an agenda for a special meeting shall be made available to each Council member and the general public not less than three (3) days (72-hours) prior to the date of the meeting.
3. Emergency Meetings: For purposes of these By-laws, an emergency meeting is defined as “a meeting called due to conditions and circumstances that are of an urgent or critical matter that require the immediate attention of the Council”, and:
 - a. Shall be called by the President (or the Vice-president in the absence of the President) at the request of any two Council members.
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4. Executive Closed-Door Meetings: The Council at any properly convened regular, special or emergency meeting, may go into executive, closed session by majority vote of a quorum present at such meeting, only when notice has been given on the meeting agenda and:
 - a. Shall be called only for the purpose of dealing with issues or topics stipulated under the New Mexico Open Meetings Act.
 - b. No “action” shall be taken during the executive session.
 - c. The Council shall move and vote to return to “open session”.
 - d. Any action deriving from the discussion held in “closed sessions” shall be enacted by a majority vote of a quorum of Council members in open session.
 - e. No person except the Council members shall participate in a closed session unless a two-thirds majority of the Council member present in quorum votes to allow an individual to be present for purposes of obtaining or clarifying information pertinent and critical to the issue under discussion.
6. Work Sessions: The Council may meet for purposes of general discussion of matters of interest or concern to the Council; in no case shall a vote be take that can or may be construed to constitute, or in fact constitutes establishing a policy or acts regarding fiscal matters. Public notice shall be posted at the school’s facilities not less than three (3) days prior to the date of the work session.
7. Open Meeting Act. All meetings without exception shall be conducted in accordance with the New Mexico Open Meetings Act.

8. Quorum: A quorum shall consist of a majority of the seated Council members present regardless as to the type of meeting. A simple majority that shall not be less than three members. No action may be taken by the Board in the absence of a quorum. A quorum shall be required for all matters being voted on regarding matters of:
 - a. Policies.
 - b. Personnel.
 - c. Fiscal.
 - d. Legality.
 - e. Contracts.
9. Standing Authority: All meetings shall be conducted in accord with Robert's Rules of Order".

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1. The President must "recognize" the individual and shall stipulate a 5-minute time limit.
2. The individual recognized by the presiding officer shall;
 - a. Give his/her name, and state whether he/she is a teacher, parent, student, or other;
 - b. The Secretary shall note the person's identification in the minutes of the meeting;
 - c. Be limited to speaking only to a particular agenda item at the time that the item is being discussed and considered; but may address a non-agenda subject during the period specifically designated for public input in the agenda.

ARTICLE XI: COMMITTEES

The President (or the Vice-President in the absence of the President) may:

1. Appoint Ad Hoc, standing or special committees from the Council membership as deemed necessary and appropriate;
2. Specify the mission, tasks, and deadlines assigned to each committee.
3. Appoint the chair for each committee.
4. Establish the term of each committee and its membership.
5. Limit each committee's council membership to two members in the case of a five-member Council, or three members in the case of a seven member Council in order to avoid the quorum stipulations in the New Mexico Open Meetings Act.
6. Membership on committees may include representation of teachers, staff and/or parents.
7. Standing committees may but are not necessarily limited to the areas of policy, finance, and nomination of potential council members. Other Ad Hoc committees may be established at the President's discretion.

ARTICLE XII: AMENDMENTS

These By -laws may be amended by a two -thirds vote of a quorum of seated Council members present at a properly called meeting of the Council.

ARTICLE XIII: ADOPTION AND EXECUTION

Adoption of these By-laws will be by a majority of a quorum of the Council at a properly convened meeting in which action of adoption is placed on the agenda provided to the Council members not less than 10 days prior to the date of the meeting. These By-laws once adopted shall become effective on the date of their adoption and shall remain in effect until otherwise officially amended or withdrawn by appropriate action of the Council.

DATE OF ADOPTION: This By-laws were formally adopted by unanimous vote of the Council members convened in a Special Meeting on November 28, 2007, at which date the contained provisions become applicable and enforceable.

DATE OF AMENDED: These By-laws were amended to include a vision statement and clarify the provision setting forth the “annual meeting” and further clarify the role of the governing council. These By -laws were amended in a Special Meeting on September 10, 2008, at which date the contained provisions become applicable and enforceable.

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Governing Board Members have authority only when acting as a Governing Board in regular or special session. The Board will not be bound by any statement or action by an individual Board member, unless the Board, by majority vote in a properly convened meeting, delegates authority to that individual member to speak for or represent the entire Board. Unless acting pursuant to said express-delegated authority from the Board, no Board member shall undertake any individual action to implement any plan or action of the Board. When a Board member is assisting the Head administrator with implementing school policies, programs or other directives of the Head administrator or Board, in this role the Board member shall be considered a volunteer and have no special authority beyond that of a volunteer.

Committees may exercise any subordinate power, authority, or function delegated to it by the board or these bylaws.

Adrian Gaytan
LADH GC President

(Date)

Elaine Palma
LADH GC Secretary

(Date)

LA ACADEMIA DOLORES HUERTA
“Charter School”

BYLAWS

ARTICLE I. NAME

The name of the charter school is La Academia Dolores Huerta, hereafter referred to as La Academia.

ARTICLE II: VISION & MISSION STATEMENT

Vision Statement

La Academia Dolores Huerta holds that the current and growing globalization will increasingly demand that our future leaders in all spheres and arenas possess and apply a knowledge and appreciation of the cultures and languages to which they may be exposed locally and beyond. La Academia Dolores Huerta will encourage students’ development of social identity through language, cultural values, and global realities. La Academia Dolores Huerta therefore holds that its enrollment, curriculum, goals and objectives and methodologies provide its students with an education based on dual language and multicultural exposition and applications. The curriculum will be academically rigorous, relevant, and content rich to meet the needs of all students. La Academia Dolores Huerta will serve students in grades 6-8 from the greater Las Cruces area whose population is diverse, lower socioeconomic status, socially impacted and currently underserved.

Mission Statement

The mission of La Academia Dolores Huerta is to provide a diverse bilingual educational program in the arts that fosters the development of a strong socio-cultural identity while achieving academic success.

ARTICLE III: GOALS AND OBJECTIVES

In order to best accomplish its stated mission, La Academia hereby adopts the following goals and objectives:

1. Establish and implement curriculum, instructional and assessment strategies that support high achievement standards that develop and enhance each student’s capacity as an independent learner.

2. Promote and provide the means by which to maximize each student's achievement in language acquisition and fluency in English and Spanish.
3. Implement strategies that promote and strengthen parent, community and school interactions that support achievement of La Academia's stated mission.
4. Implement technology-based education for every student in order to develop the student's competency and literacy as necessary and desirable skills in their future education and eventual employment.
5. Promote nonviolence through instruction and practices based on the principals and spirit of Cesar Chavez, Martin Luther King, and Dolores Huerta.
6. Promote cultural diversity and appreciation through programs of music, dance, art, etc., that present that diversity in a positive light.

ARTICLE IV: GOVERNANCE

The affairs of La Academia shall be governed by a Governing Council that will function in accord with provisions of these By-laws and such other applicable public and school district policies, rules, regulations, and statutes.

ARTICLE V: COUNCIL'S ROLE, RESPONSIBILITIES AND AUTHORITIES

The governing council shall:

1. Establish and promulgate all policies regarding the operations of La Academia, its mission, goals and objectives.
2. Have sole responsibility for the selection, appointment, monitoring and evaluation of the chief administrator (Principal), who in turn shall have and exercise the authority to hire, monitor, evaluate, promote, demote or terminate all other employees.
3. Develop, and approve the school's yearly operating budget and revisions thereto, and through its Secretary/Treasurer shall monitor financial transactions during the course of a fiscal year.
4. Approve the curriculum and any changes thereto proposed by the Principal.
5. Establish and implement procedures governing the processes and actions of the council.
6. Approve all major contracts and agreements executed on behalf of the school and approve any legal action(s) that may need to be initiated, and authorize accessing legal counsel when legal action is initiated against the Council or the school.
7. Conduct all meetings in accord with adopted schedule and in compliance with provisions of these by-laws and in accordance with other legal provisions or requirements.
8. Through its President, act as the primary point of contact and negotiation with the Authorizer's governing entity with the Principal being the primary point of contact with the Authorizer's chief administrative officer or his/her designee.
9. Through its Officer and members promote the involvement and interaction of the community, parents and professionals with the school and thereby strengthen and sustain the school's resource base and public image and recognition.

ARTICLE VI: GOVERNING COUNCIL

1. Composition: The Governing Council shall consist of five (5); six (6) members; or seven members.
2. Qualifications: One (1) or two (2) members of the Council shall be parents or guardians of students attending La Academia during the current school year. The remaining members shall be individuals from the community who demonstrate a commitment to the mission and values expressed in the school's charter and these By-laws; who does not receive compensation from the school; and does not violate the Nepotism Law of NMSA 1978, Section 22-5-6 or LADH Nepotism rules. Membership of the Governing Council shall strive to reflect the entire LADH community. Competencies considered will include educational administration; curriculum and instruction; business administration; finance; strategic planning; policy development; natural environment; law; community relations; and other areas of strategic expertise, resources, and perspective needed to achieve the mission and goals of the school.
3. Recruitment and Election: New members to the Council shall be recruited by public solicitation of applicants. A board committee charged with recruitment will be created and maintained. The committee will identify potential future members that can be immediately contacted when a vacancy occurs. All applicants shall submit a letter of intent, which will be reviewed by all seated GC members. The GC President and one GC member volunteer will meet with the nominee(s) (in person, via telephone, or via video conference) and conduct an interview. The GC President will inform the GC of recommendations. The elected member(s) shall be officially seated at the next general GC meeting.
4. Term of Office: The term of office shall be three (3) years. Members may serve up to three (3) consecutive terms.
5. Vacancies: 60-days prior to a planned vacancy or at the time of an unplanned vacancy the remaining Council members shall implement the established processes for recruitment, interviewing and appointment of the replacement member. The newly appointed person will serve the full term of the GC position they accepted.
6. Removal and Suspension: A member or officer of the Governing Council may be removed or suspended by a vote of three (3) of the remaining four (4) Council members for malfeasance, unexcused absenteeism, violation of its adopted Code of Ethics, or for misrepresentation of the council or the school.
7. Conflicts of Interest: If a Council member knows that he/she is in a conflict of interest regarding any matter coming before the Council, or in matters concerning personnel, that member will voluntarily excuse him/herself from discussing, participating or voting on said matter. Should the member fail to excuse him/herself voluntarily, the President is empowered to suspend the member from all proceedings regarding the particular matter under consideration.
8. Ex Officio Membership: In order to establish and sustain an effective working relationship between the School Advisory Committee (SAC) a member of the SAC shall be seated as an Ex officio, non-voting member of the Council except during closed door sessions regarding personnel or potential litigation; and the Council's President shall designate in rotation, a Council member as an Ex officio representative at SAC meetings.

ARTICLE VII: OFFICERS

1. Composition: The officers for the Governing Council shall consist of: 1) President; 2) Vice-President; 3) Secretary; and 4) Treasurer
2. Term of Office: The term of office for each position shall be for one (1) year with a maximum of 2 consecutive years. An officer after serving the maximum of two (2) terms may not be elected to another officer position without a lapse of one year.
3. Vacancies: Should a vacancy occur in any officer position by removal, relinquishment or resignation, the position shall be filled by majority vote of the remaining Council members at the meeting immediately following the creation of the vacancy.

ARTICLE VIII: DUTIES AND RESPONSIBILITIES OF OFFICERS

1. President: The president shall:
 - a. Preside at all Council meetings.
 - b. Create such committee(s) as may be deemed necessary, and appoint the chairperson for each committee.
 - c. Represent the Council in dealings with state and local public school entities, the media and general public.
 - d. Be the recipient of any/all complaints that may come under the Council's jurisdiction as set forth in adopted policies regarding "complaints".
2. Vice-President: The Vice-President shall:
 - a. In the absence or unavailability of the President, serve in that capacity.
 - b. Perform other such duties as may be assigned by the President.
3. Secretary: The Secretary shall:
 - a. Record (or have recorded), keep, preserve, distribute, or cause to be distributed to Council members, minutes of all meetings conducted by the Council within ten (10) days following the meeting.
 - b. Be responsible for the proper public posting and notification of meetings in compliance with adopted council policies and/or applicable state statute.
 - c. The GC Secretary will be responsible for maintaining a comprehensive GC log to include:
 - Beginning term date
 - Ending term date
 - Resignation date
 - Completion of GC changes report to PED
 - d. The GC secretary will initially provide all new members and continuing members with a list of training requirements via email and at the first GC meeting of the school year.
 - e. The GC secretary, in conjunction with the business specialist, will monitor training completion by maintaining a training roster/log and will continuously update members of the trainings that are lacking.

- f. The GC secretary will inform NMPED of any changes in the GC in a timely manner, following all guidelines.
 - g. The Secretary will maintain all logs and submitted documentation on a flash drive, which will be the property of LADH and will be available for future GCs to reference, ensuring continuity.
- 4. Treasurer:
 - a. The treasurer will oversee all matters related to the school's finances, property, budget, and compliance with integrity and care, remaining apprised of legal and ethical requirements for the position.
 - b. The treasurer must be knowledgeable about standard financial and accounting practices; align all financial transactions with the mission, goals, bylaws, and legal requirements of the school; and provide the information needed for all board members to make financial decisions for the school.
 - c. The treasurer will have a strong and positive working relationship with the Head Administrator, Budget Manager, and Chief Procurement Officer (CPO), allowing for the delivery of accurate and complete financial reports to the Governing Council on a regular basis.
 - d. The treasurer will serve as the chair of the finance committee and lead the committee in setting and meeting annual goals.
 - e. The treasurer will ensure that all members of the Governing Council fully comprehend the financial matters of the school and receive reliable and timely information regarding those matters
 - f. The treasurer will work with the finance committee, Head Administrator, and CPO in leading the development of an annual school budget and presenting the budget to the full Governing Council for approval.
 - g. The treasurer will understand financial accounting for charter schools.
 - h. The treasurer will oversee and review the annual audit process.

ARTICLE IX: MEETINGS

- 1. Regular Meetings:
 - a. The Council shall meet in regular session at least once per month, but more often as provided for in these By-laws.
 - b. A calendar of regular meetings shall be established in July through the completion of the Annual Open Meetings Act Resolution. Modification of the calendar may occur during the year by resolution of the quorum majority of Council members.
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