

Appendix D, Governing Body Meeting Notices, Agendas, and Minutes

Cariños Charter School



*K-8th grade Dual Language Program
Accredited by AdvancED/NCA*

GOVERNANCE BOARD

Dr. Juanita Cata, President
Mr. Leo R. Marquez II, Vice President
Ms. Glenda Sanchez, Secretary
Mr. Isaac Medina, Board Member
Ms. Carla Ann Martínez, Member

ADMINISTRATION

Vernon Jaramillo, Chancellor
/Ms. Bernice Life, Admin
Assistant/ Corrine Teller,
Business Mgr./Jenny Lucero,
Office Mgr. - PHONE: (505) 753-
1128 -Physical: 714 Calle Don
Diego -Espanola, NM 87532
Mailing: Cariños Charter
School - P.O. Box 130

January 16, 2018

Notice of Cariños De Los Niños Charter School has scheduled its Regular Governance Board Meeting for January 31, 2018. This Notice of a Regular Board Meetings will to be posted on the Cariños Building Information Bulletin Board and on the Cariños Web Site: www.carinoscharterschool.org

NOTICE IS HEREBY GIVEN that the Governance Board of the Cariños Charter Public School has scheduled its public Regular Governance Board Meeting tentatively scheduled for Wednesday, January 31, 2018. Therefore, the Governance Board of the Cariños Charter Public School Regular Board Meeting will be held on Wednesday, January 31, 2018 at 2:00 p.m. at the Rio Arriba County –Training Room –1122 Industrial Park Road - Espanola, New Mexico - 87532.

Dr. Juanita Cata, President

Mr. Leo R. Marquez II, Vice President

Ms. Glenda Sanchez, Secretary

Mr. Isaac Medina, Board Member

Ms. Carla Martinez, Board Member

Cariños Charter School - 505-753-1128



AGENDA
CARIÑOS CHARTER SCHOOL
Regular Governance Board Meeting
Wednesday, January 31, 2018 at 1:00 p.m.

The Regular Board Meeting for Cariños de los Niño's for the Month of January is scheduled to take place on Wednesday, January 31, 2018. Notices have been timely posted on the Cariños information bulletin board, on the Cariños Website and Meeting date will also be announced on KDCE Radio. Location: the Rio Arriba County Training Room –1122 Industrial Park Road - Espanola, New Mexico.

Notation: However, The Cariños' appointed Finance and Audit Committee composed of Dr. Juanita Cata, Board President and Mr. Vernon Jaramillo, Chancellor and Principal; Mr. Leo R. Marquez II, Vice President, Ms. Corrine Teller, Business Manager, Ms. Jennifer Lucero, Office Manager and will meet at 12:00 p.m. to 1:00 p.m. at the same location on Wednesday, January 31, 2018 for the purpose of discussing and reviewing Revenue Reports, Expenditure Reports and Financial Reports for the Months of September/October/November/December of 2017 pursuant to N.M. - HEC/HB227 & 251; and an over view of the Budget for 2017-2018; and to provide explanation of the Budget Adjustments Requests (BARS), if any.

I. OPENING BUSINESS AT 1:00 P.M. ON WEDNESDAY, JANUARY 31, 2018:

- | | |
|---------------------------|---------------------------------------|
| A. Call to Order | Dr. Juanita Cata, President |
| B. Pledge of Allegiance | Dr. Juanita Cata, President and Board |
| C. Roll Call | Mr. Leo R. Marquez II, Vice President |
| D. Approval of Agenda | Dr. Juanita Cata, President and Board |
| E. Introduction of Guests | Dr. Juanita Cata, President |

II. FINANCIAL REPORT(S) FOR 2017-2018 SCHOOL YEAR: (For Information Purpose/Non Audited Reports)

A. Report from Cariños Finance Committee and Ms. Corrine Teller, Business Manager regarding the review and acceptance of the following Financial Balanced Reports for the months of September /October/November/December of 2017 and a general overview of Cariños Budget for 2017-2018 School Year, in compliance with NM HEC/HB227 & 251 - and explanation of BARS, if any.

III. PUBLIC PARTICIPATION: Pursuant to Cariños Governance Policy all participants must submit a prior request to the CEO/Chancellor through proper forms for public participation. Each participant will introduce self and will be allowed five (5) minute's maximum per spokesperson. This is unless, CEO has approved a designated time for faculty members, PAC, or collaborative partners to make presentations to the Board.

1. Presentation by Ms. Bernice Life, Vice Principal –Educational Updates, Reports and Reply to NMPED Site Visit.
2. Presentation/ Update -RE: Status of Appraisal of Cariños Building and Property- By Vernon Jaramillo, Chancellor
3. Presentation/ Update by Mr. Vernon Jaramillo, Chancellor – Ref: All five (5) Cariños Board members have registered with NMPED to take 10 clock hours of required topics inclusive in the topic of Finances for their Board Training before June 30, 2018.
4. Presentation by Father Terrance Brennan- Ref: Introduction and Brief Presentation on Topic: "Continue to support efforts of improving educational opportunities through a Dual Language Program or other Programs for our youth in the Espanola Valley".

IV. BOARD ACTION AGENDA ITEMS:

1. Approval of School Board Governance Member Resignation effective January 25, 2018.
2. Approval of New Board Member effective January 31, 2018 for a 4 Year Term (Jan. 31, 2018 to Jan. 31, 2022).

3. Approval to Authorize the Administration of Oath of Office/ Affidavit for the newly appointed Board member.
4. Approval for Cariños Governance Board to appoint a Board Secretary, due to resignation of a Board Member.

V. BOARD ACTION CONSENT AGENDA ITEMS:

1. Approval of Board Minutes for Regular Board Meeting of December 20 2017 for the Month of December. - By Dr. Juanita Cata, Board President
2. Ratification for Mr. Roger Gonzales, Lobbyist to request Legislative Financial Assistance for Capital Outlay Funds for Cariños improvement priorities, technology and security cameras for safety- At No Cost to Cariños.
3. Approval of Plan B Network-Inc. (Brian Ainsworth) Espanola, NM –GSA Price- To provide IT Services/ Maintenance to all Cariños computers and lap tops, inclusive of providing support, training and assist with the implementations of required State Tests, during testing cycle- Not to exceed \$5,000.00.
4. Approval of Cariños Governance Board Strategic Plan for 2017-2018 and 2018 -2019 school years. – By Dr. Juanita Cata, Board President and Governance Board.
5. Approval of Goals for Mr. Vernon Jaramillo, Chancellor for the remainder of 2017- 2018 School Year. – By Dr. Juanita Cata, Board President and Governance Board.
6. Approval to submit K-3 and Reads to Lead - Grant Applicants for Cariños Charter School for 2018-2019 SY.
7. Approval to submit applications for Title I , Title II ,Title III IDEA-B, Homeless, Bilingual, Fine Arts, LANL Grants , Other NMPED Grants, After School Gants, Other State and Federal Grants and Private Foundation Grants.
8. Approval of Charter School Change of Governance Body Membership Forms, due to change of Board members.
9. Approval of Statement of Governing Body to Consult with NMPED in Compliance with 6.80.4.16 NMAC, due to change of Board members.
10. Approval of Reponses to Questions - Ref: NMPED Financial Performance Framework (1 thru 8) for NMPED Site Visit Report.

VI. OTHER BOARD ACTION AGENDA ITEMS:

1. Approval of Budget Adjustment Requests (BARS), if any -By Ms. Corrine Teller , Business Manager
2. Approval of Amendment - NMPEC/NMPED - Cariños Charter Application -Re: Combined Classes- By Mr. Vernon Jaramillo, Chancellor
3. Approval of \$1,000.00 Donation to Cariños Charter School by the Jemez Mountain Electric Cooperative, Inc. - By Dr. Juanita Cata, Board President and Mr. Leo R. Marquez II, Vice President.
4. Evaluation of Chancellor/Chief Executive Officer – By Dr. Juanita Cata, Board President and Governance Board.

VII. EXECUTIVE SESSION: PURSUANT TO 10-15-1. REF: H-2 and H7 -OPEN MEETING ACT - NMSA 1978 AS AMENDED FOR PERSONNEL ACTION TO DISCUSS:

1. H-2 - Limited to Personnel Matters – Chancellor’s Performance/ Evaluation.

VIII. BOARD CONCERNS, IF ANY:

1. Need to Recruit Teachers and Students for 2018- 2019 School Year.
2. Status of Current Finances / Budget for 2017-2018; and Proposed Budget for 2018-2019 SY.
3. Need a Special Board Meeting regarding “Interpretation and Explanation of Results of all Assessments”.

IX. ROUTINE MATTERS/INFORMATIVE REPORTS/ ENROLLMENT -BY MR. VERNON JARAMILLO, CHANCELLOR:

1. Informative Reports and Hires - by Mr. Vernon Jaramillo, Chancellor.
2. Personnel Action: A. Resignations B. New Hires

X. ANNOUNCEMENT(S):

1. February 28, 2018 (Wednesday) - Cariños Regular Board Meeting – Location – Rio Arriba County Training Room –Time: 2:00 p.m.
2. 2018 NMPED Budget Workshop at the Hotel Albuquerque, in Albuquerque, NM – April 4; 5 and 6 of 2018.
3. NMPED Training sessions for Governance Board and Administration.

XI. ADJOURNMENT:

Regular Governance Board Meeting

Wednesday, January 31, 2018 at 1:00 p.m.

Cariños de los Niño's Governance Board

Rio Arriba County Training Room - 1122 Industrial Park Road

DRAFT

Espanola, New Mexico – 87532

CALL TO ORDER:

Dr. Cata stated that the Regular Board Meeting for Cariños de los Niño's for the Month of December is scheduled for January 31, 2018 as posted on the Cariños information bulletin board, announced on the Cariños Website and the KDCE Radio. Location: at the Rio Arriba County –Board Training Room –1122 Industrial Park Road - Espanola, New Mexico - 87532.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Board.

ROLL CALL:

Dr. Juanita Cata, President asked Mr. Leo R. Marquez II to do the roll call as referenced on the Agenda:

Mr. Leo R. Marquez II, Vice President did the roll call by calling the Board Members names.

Ms. Glenda Sanchez, Secretary – Mr. Leo Marquez II stated that Ms. Glenda Sanchez was absent, due to her Resignation Letter effective January 31, 2018

Mr. Isaac Medina – Yes

Ms. Carla Ann Martinez - Yes

Dr. Juanita Cata, Board President –Yes

Mr. Leo R. Marquez II, Vice President -Yes

* Mr. Leo R. Marquez II, Vice President informed Dr. Juanita Cata, President, the Board and stated that for the record four (4) Board members were present and that the Cariños Governance Board has a quorum to conduct business today, Wednesday , January 31 2018 at 1:05 p.m. at its Regular Board Meeting. Mr. Leo R. Marquez II

*Dr. Juanita Cata reviewed the Agenda. Dr. Cata stated that the Board had ample time to review the agenda and asked if there was a motion to approve the Agenda as presented.

* Mr. Leo R. Marquez II, Vice President made a Motion to amend then approve the Board Agenda as by making a minor adjustment by having the following items on IV- “Board Action Agenda Items” placed at the beginning, specifically after the “Introduction of Guests” and before the “Financial Reports”, since we now have a Notary Public (Ms. Delilah Jaramillo) present and available to perform the Oath of Office. The Board items are as follows:

*IV. BOARD ACTION AGENDA ITEMS:

1. Approval of School Board Governance Member Resignation effective January 25, 2018.
2. Approval of New Board Member effective January 31, 2018 for a 4 Year Term (Jan. 31, 2018 to Jan. 31, 2022).
3. Approval to Authorize the Administration of Oath of Office/ Affidavit for the newly appointed Board member.
4. Approval for Cariños Governance Board to appoint a Board Secretary, due to resignation of a Board Member.

* Ms. Carla Ann Martinez, Board Member seconded the Motion to approve the amended Board Agenda as presented by Mr. Leo R. Marquez II, Board Vice President.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes

* Ms. Carla Ann Martinez – Yes

*Mr. Isaac Medina –Yes

* Dr. Juanita Cata- Yes

*Dr. Juanita Cata, Board President stated that the motion was made by Mr. Leo R. Marquez II and Ms. Carla Ann Martinez seconded the Motion to approve the Amended Board Agenda as presented was passed unanimously.

Dr. Juanita Cata stated that the approved amended Agenda will read as follows:

The Regular Board Meeting for Cariños de los Niño’s for the Month of January is scheduled to take place on Wednesday, January 31, 2018. Notices have been timely posted on the Cariños information bulletin board, on the Cariños Website and Meeting date will also be announced on KDCE Radio. Location: the Rio Arriba County Training Room –1122 Industrial Park Road - Espanola, New Mexico.

Notation: However, The Cariños’ appointed Finance and Audit Committee composed of Dr. Juanita Cata, Board President and Mr. Vernon Jaramillo , Chancellor and Principal ; Mr. Leo R. Marquez II, Vice President, Ms. Corrine Teller , Business Manager, Ms. Jennifer Lucero, Office Manager and will meet at 12:00 p.m. to 1:00 p.m. at the same location on Wednesday, January

31, 2018 for the purpose of discussing and reviewing Revenue Reports, Expenditure Reports and Financial Reports for the Months of September/October/November/December of 2017 pursuant to N.M. - HEC/HB227 & 251 ; and an over view of the Budget for 2017-2018; and to provide explanation of the Budget Adjustments Requests (BARS), if any.

I. OPENING BUSINESS AT 1:00 P.M. ON WEDNESDAY, JANUARY 31, 2018:

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| B. Pledge of Allegiance | Dr. Juanita Cata, President and Board |
| C. Roll Call | Mr. Leo R. Marquez II, Vice President |
| D. Approval of Agenda | Dr. Juanita Cata, President and Board |
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- A. Report from Cariños Finance Committee and Ms. Corrine Teller, Business Manager regarding the review and acceptance of the following Financial Balanced Reports for the months of September /October/November/December of 2017 and a general overview of Cariños Budget for 2017-2018 School Year, in compliance with NM HEC/HB227 & 251 - and explanation of BARS, if any.

III. PUBLIC PARTICIPATION: Pursuant to Cariños Governance Policy all participants must submit a prior request to the CEO/Chancellor through proper forms for public participation. Each participant will introduce self and will be allowed five (5) minute's maximum per spokesperson. This is unless, CEO has approved a designated time for faculty members, PAC, or collaborative partners to make presentations to the Board.

1. Presentation by Ms. Bernice Life, Vice Principal –Educational Updates, Reports and Reply to NMPED Site Visit.

2. Presentation/ Update -RE: Status of Appraisal of Cariños Building and Property- By Vernon Jaramillo, Chancellor
3. Presentation/ Update by Mr. Vernon Jaramillo, Chancellor – Ref: All five (5) Cariños Board members have registered with NMPED to take 10 clock hours of required topics inclusive in the topic of Finances for their Board Training before June 30, 2018.
4. Presentation by Father Terrance Brennan- Ref: Introduction and Brief Presentation on Topic:” Continue to support efforts of improving educational opportunities through a Dual Language Program or other Programs for our youth in the Espanola Valley”.

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1. Approval of Board Minutes for Regular Board Meeting of December 20 2017 for the Month of December. - By Dr. Juanita Cata, Board President
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3. Approval of Plan B Network-Inc. (Brian Ainsworth) Espanola, NM –GSA Price- To provide IT Services/ Maintenance to all Cariños computers and lap tops, inclusive of providing support, training and assist with the implementations of required State Tests, during testing cycle- Not to exceed \$5,000.00.
4. Approval of Cariños Governance Board Strategic Plan for 2017-2018 and 2018 -2019 school years. – By Dr. Juanita Cata, Board President and Governance Board.
5. Approval of Goals for Mr. Vernon Jaramillo, Chancellor for the remainder of 2017- 2018 School Year. – By Dr. Juanita Cata, Board President and Governance Board.
6. Approval to submit K-3 and Reads to Lead - Grant Applicants for Cariños Charter School for 2018-2019 SY.
7. Approval to submit applications for Title I , Title II ,Title III IDEA-B, Homeless, Bilingual, Fine Arts, LANL Grants , Other NMPED Grants, After School Gants, Other State and Federal Grants and Private Foundation Grants.
8. Approval of Charter School Change of Governance Body Membership Forms, due to change of Board members.
9. Approval of Statement of Governing Body to Consult with NMPED in Compliance with 6.80.4.16 NMAC, due to change of Board members.
10. Approval of Reponses to Questions - Ref: NMPED Financial Performance Framework (1 thru 8) for NMPED Site Visit Report.

VI. OTHER BOARD ACTION AGENDA ITEMS:

1. Approval of Budget Adjustment Requests (BARS), if any -By Ms. Corrine Teller, Business Manager
2. Approval of Amendment - NMPEC/NMPED - Cariños Charter Application -Re: Combined Classes- By Mr. Vernon Jaramillo, Chancellor
3. Approval of \$1,000.00 Donation to Cariños Charter School by the Jemez Mountain Electric Cooperative, Inc. -By Dr. Juanita Cata, Board President and Mr. Leo R. Marquez II, Vice President.
4. Evaluation of Chancellor/Chief Executive Officer – By Dr. Juanita Cata, Board President and Governance Board.

VII. EXECUTIVE SESSION: PURSUANT TO 10-15-1. REF: H-2 and H7 -OPEN MEETING ACT - NMSA 1978 AS AMENDED FOR PERSONNEL ACTION TO DISCUSS:

1. H-2 - Limited to Personnel Matters – Chancellor’s Performance/ Evaluation.

VIII. BOARD CONCERNS, IF ANY:

1. Need to Recruit Teachers and Students for 2018- 2019 School Year.
2. Status of Current Finances / Budget for 2017-2018; and Proposed Budget for 2018-2019 SY.
3. Need a Special Board Meeting regarding “Interpretation and Explanation of Results of all Assessments”.

IX. ROUTINE MATTERS/INFORMATIVE REPORTS/ ENROLLMENT -BY MR. VERNON JARAMILLO, CHANCELLOR:

1. Informative Reports and Hires - by Mr. Vernon Jaramillo, Chancellor.
2. Personnel Action: A. Resignations B. New Hires

X. ANNOUNCEMENT(S):

1. February 28, 2018 (Wednesday) - Cariños Regular Board Meeting – Location – Rio Arriba County Training Room –Time: 2:00 p.m.
2. 2018 NMPED Budget Workshop at the Hotel Albuquerque, in Albuquerque, NM – April 4, 5 and 6 of 2018.
3. NMPED Training sessions for Governance Board and Administration.

XI. ADJOURNMENT:

Dr. Juanita Cata, Board President welcomed and introduced Mr. Vernon Jaramillo, Chancellor and asked Mr. Vernon Jaramillo, Chancellor to introduce the guests:

Mr. Vernon Jaramillo, Chancellor introduced the following guest(s): Ms. Corrine Teller, Business Manager, Ms. Bernice Life, Vice Principal and Father Terrence Brennan (Board Member Candidate) and Ms. Delilah Jaramillo, Notary Public.

Again, Dr. Juanita Cata stated that the approved Amended Agenda for the Regular Board Meeting on January 31, 2018, reads as follows for presentations, discussion and for Board action as needed:

IV. BOARD ACTION AGENDA ITEMS:

1. Approval of School Board Governance Member Resignation effective January 31, 2018.

Vote Outcome for Agenda for Action Items # 1:

* Mr. Vernon Jaramillo Chancellor informed The Board that he had received a Letter of Resignation from Ms. Glenda Sanchez dated January 23, 2018 and he recommended to the Governance Board that the letter of resignation be approved.

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the following Board Agenda Action Items.

*Mr. Isaac Medina made a motion to approve the Chancellor's recommendation on item number 1.

*Ms. Carla Ann Martinez seconded the motion to approve the Chancellor's recommendation on item number 1.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes

* Ms. Carla Ann Martinez – Yes

*Mr. Isaac Medina –Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve the Chancellor's recommendation on item number 1 was passed unanimously.

2. Approval of New Board Member effective January 31, 2018 for a 4 Year Term (Jan. 31, 2018 to Jan. 31, 2022).

Vote Outcome for Consent Agenda for Action Items #2.

* Mr. Vernon Jaramillo Chancellor informed the Board that he had received a Letter of Interest with a Resume from Father Terrance Patrick Brennan (One of the Original Founders of Cariños Charter School) dated January 26 and Mr. Jaramillo recommended to the Governance Board that Father Terrance Patrick Brennan be approved as the New Board Member effective January 31, 2018 for a 4 Year Term (Jan. 31, 2018 to Jan. 31, 2022).

* Dr. Juanita Cata, Board President informed the Board Members that she was pleased that Father Terrance Patrick Brennan has applied and concurred with the Chancellor Jaramillo's recommendation and said that the floor was open for motions from the Board on the following Board Agenda Action Item number 2.

*Mr. Isaac Medina made a motion to approve the Chancellor's and Dr. Cata's recommendation on item number 1.

*Mr. Leo R. Marquez II seconded the motion to approve the Chancellor's and Dr. Cata's recommendation on item number 1.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes

* Ms. Carla Ann Martinez – Yes

*Mr. Isaac Medina –Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Chancellor Jaramillo's and her recommendation to appoint Father Terrance Patrick Brennan as the New Board Member effective January 31, 2018 for a 4 Year Term (Jan. 31, 2018 to Jan. 31, 2022) as reflected on item number 2 was passed unanimously.

3. Approval to Authorize the Administration of Oath of Office/ Affidavit for the newly appointed Board member.

Vote Outcome for Consent Agenda for Action Items #3.

* Mr. Vernon Jaramillo Chancellor informed the Board that a Notary Public Office (Delilah Jaramillo) was present to administer the Oath of Office to Father Terrance Patrick Brennan. Mr. Vernon Jaramillo recommended that the Board approve of the Notary Public Officer administer the Oath of Office Affidavit to Father Terrance Patrick Brennan.

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the following Board Agenda Action Item number 3.

*Mr. Leo R. Marquez II made a motion to approve the Chancellor Jaramillo's recommendation on item number 3.

*Ms. Carla Ann Martinez seconded the motion to approve the Chancellor Jaramillo's recommendation on item number 3.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes

* Ms. Carla Ann Martinez – Yes

*Mr. Isaac Medina –Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Chancellor Jaramillo's recommendation to administer the Oath of Office Affidavit to Father Terrance Patrick Brennan as the New Board Member effective January 31, 2018 for a 4 Year Term (Jan. 31, 2018 to Jan. 31, 2022) as reflected on item number 3 was passed unanimously.

* The Board members and Mr. Vernon Jaramillo, Chancellor and Guests congratulated Father Terrance Brennan.

*Father Brennan stated that he would his very best to serve as an effective and supportive Board Member.

4. Approval for Cariños Governance Board to appoint a Board Secretary, due to resignation of a Board Member.

Vote Outcome for Consent Agenda for Action Items #4.

* Mr. Vernon Jaramillo Chancellor informed the Board that due to Ms. Glenda Sanchez resignation the Board needed to appoint a Board Secretary.

* Dr. Juanita Cata, Board President informed the Board Members that she was nominating Ms. Carla Ann Martinez as Board and said that the floor was open for nominations and motions from the Board on the following Board Agenda Action Item number 4.

*Mr. Leo R. Marquez II made a motion that nominations cease and that Ms. Carla Ann Martinez be appointed by acclamation.

*Mr. Isaac Medina seconded the motion to approve /appoint Ms. Carla Ann Martinez as Board Secretary by acclamation.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes

* Ms. Carla Ann Martinez – Yes

*Mr. Isaac Medina –Yes

*Father Terrance Brennan- Yes

* Ms. Carla Ann Martinez – Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Ms. Carla Ann Martinez as Board Secretary as reflected on item number 4 was passed unanimously.

*The Board and Chancellor Vernon Jaramillo Congratulated Ms. Carla Ann Martinez on her new official position.

*Ms. Carla Ann Martinez thanked Board for their confidence in her and stated that she would do her very best in carrying out the duties of the position as Secretary.

II. FINANCIAL REPORT(S) FOR 2017-2018 SCHOOL YEAR: (For Information Purpose/Non Audited Reports)

A. Report from Cariños Finance Committee and Ms. Corrine Teller, Business Manager regarding the review and acceptance of the following Financial Balanced Reports for the months of September /October/November/December of 2017 and a general overview of Cariños Budget for 2017-2018 School Year, in compliance with NM HEC/HB227 & 251 - and explanation of BARS, if any.

Ms. Corrine Teller, Business Manager reviewed the Financial Reports and provided the following summary:

- Reviewed expenditure reports.
- Depending on how expenses go, will be able to determine if approved stipends and or PAFs can be paid around May.
- May get a portion of cash balance credit refunded from last FY if bill passes
- Need to spend T1 funds (\$40,215). May not be able to be all spent on salaries by end of year so should explore what funds will be spent on.
- Teacher who was overpaid in error- she has not repaid funds as requested by school.
- To show due diligence, options- have attorney write letter or file claim in small claims court.
- Ms. Corrine Teller explained the following three BARS:
Doc ID: 571-000-1718-0016-M
Doc ID: 571-000-1718-0013-T
Doc ID: 571-000-1718-0015-M

* Mr. Leo R. Marquez II asked, if Ms. Corrine Teller was complying with NMPED requests of providing the report on a timely manner to reflect compliance with our submitted to NMPED Financial Improvement /Action Plan.

*Ms. Corrine Teller responded that she hopes to have the budget balance by the end of February or March, because she is still working on 3 more reports that are still needed to be complete for NMPED to be in full compliance.

* Mr. Leo R. Marquez II stated the he hopes that the re-organization of the Business Office with her new Assistant will expedite matters by gathering the information needed for NMPED for compliance purposes.

*Dr. Juanita Cata, Board President and the Board thanked Ms. Corrine Teller for her presentation on Finances.

III. PUBLIC PARTICIPATION: Pursuant to Cariños Governance Policy all participants must submit a prior request to the CEO/Chancellor through proper forms for public participation. Each participant will introduce self and will be allowed five (5) minute's maximum per spokesperson. This is unless, CEO has approved a designated time for faculty members, PAC, or collaborative partners to make presentations to the Board.

1. Presentation by Ms. Bernice Life, Vice Principal –Educational Updates, Reports and Reply to NMPED Site Visit.

*Ms. Bernice Life, Vice Principal gave a brief presentation regarding the NMPED Monitoring Visit and the status of Cariños Charter School regarding the following topics: Need for Teacher Recruitment, Core Curriculum Ongoing Training, Textbooks, Materials, and Supplies for Classrooms, Assessments, Professional Development, School Improvement Plan, Student Recruitment and Continued Fund Raising.

*Mr. Vernon Jaramillo, Chancellor informed the Board that he and his staff wanted to continue to focus on Data Analysis, Student Achievement and Instructional Improvement.

2. Presentation/ Update -RE: Status of Appraisal of Cariños Building and Property- By Vernon Jaramillo, Chancellor

* Mr. Vernon Jaramillo, Chancellor informed the Board that the Cariños Building and Property will be appraised by next week by Matt Pendleton, Certified Appraiser and that the Board will have the results by the next February Board Meeting .

3. Presentation/ Update by Mr. Vernon Jaramillo, Chancellor – Ref: All five (5) Cariños Board members have registered with NMPED to take 10 clock hours of required topics inclusive in the topic of Finances for their Board Training before June 30, 2018.

* Mr. Vernon Jaramillo, Chancellor informed the Board that all five (5) Cariños Board members have registered with NMPED to take 10 clock hours of required topics inclusive in the topic of Finances for their Board Training before June 30, 2018

4. Presentation by Father Terrance Brennan- Ref: Introduction and Brief Presentation on Topic:” Continue to support efforts of improving educational opportunities through a Dual Language Program or other Programs for our youth in the Espanola Valley”.

* Father Terrance Brennan stated that in the best interest of time he would prefer to do his presentation at the next Special Board Meeting.

V. BOARD ACTION CONSENT AGENDA ITEMS:

1. Approval of Board Minutes for Regular Board Meeting of December 20 2017 for the Month of December. - By Dr. Juanita Cata, Board President

2. Ratification for Mr. Roger Gonzales, Lobbyist to request Legislative Financial Assistance for Capital Outlay Funds for Cariños improvement priorities, technology and security cameras for safety- At No Cost to Cariños.

3. Approval of Plan B Network-Inc. (Brian Ainsworth) Espanola, NM –GSA Price- To provide IT Services/ Maintenance to all Cariños computers and lap tops, inclusive of providing support, training and assist with the implementations of required State Tests, during testing cycle- Not to exceed \$5,000.00.

4. Approval of Cariños Governance Board Strategic Plan for 2017-2018 and 2018 -2019 school years. – By Dr. Juanita Cata, Board President and Governance Board.

5. Approval of Goals for Mr. Vernon Jaramillo, Chancellor for the remainder of 2017- 2018 School Year. – By Dr. Juanita Cata, Board President and Governance Board.

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7. Approval to submit applications for Title I , Title II ,Title III IDEA-B, Homeless, Bilingual, Fine Arts, LANL Grants , Other NMPED Grants, After School Gants, Other State and Federal Grants and Private Foundation Grants.

8. Approval of Charter School Change of Governance Body Membership Forms, due to change of Board members.

9. Approval of Statement of Governing Body to Consult with NMPED in Compliance with 6.80.4.16 NMAC, due to change of Board members.

10. Approval of Reponses to Questions - Ref: NMPED Financial Performance Framework (1 thru 8) for NMPED Site Visit Report.

Vote Outcome for Consent Agenda for Action Items # 1, 2, 3, 4, 5, 6, 7, 8, 9, 10:

* Mr. Vernon Jaramillo Chancellor recommended to the Governance Board that items numbered 1 thru 10 be approved by consent.

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the following Board Agenda Action Items.

*Mr. Leo R. Marquez II stated that the Board had ample time to review the items and in the best interest of time he made a motion to approve items 1 thru 10 under Consent Agenda.

*Ms. Carla Ann Martinez seconded the motion to approve items 1 thru 10 under Consent Agenda.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes

* Ms. Carla Ann Martinez – Yes

*Mr. Isaac Medina –Yes

*Father Terry Brennan- Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve items 1 thru 10 under Consent Agenda was passed unanimously.

VI. OTHER BOARD ACTION AGENDA ITEMS:

1. Approval of Budget Adjustment Requests (BARS), if any -By Ms. Corrine Teller, Business Manager.

*Ms. Corrine Teller explained and recommended that Board approve the following three BARS:

Doc ID: 571-000-1718-0016-M

Doc ID: 571-000-1718-0013-T

Doc ID: 571-000-1718-0015-M

Vote Outcome for Action Items # 1.

* Mr. Vernon Jaramillo Chancellor concurred with Ms. Corrine Teller and recommended to the Governance Board that the three (3) BARS be approved as presented under item number 1.

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the referenced Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to approve item 1.

* Ms. Carla Ann Martinez made a second motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to approve item 1.

Dr. Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes

*Ms. Carla Ann Martinez – Yes

*Mr. Isaac Medina – Yes

*Father Terrance Brennan- Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to approve item 1 was passed unanimously.

2. Approval of Amendment - NMPEC/NMPED - Cariños Charter Application -Re: **Combined Classes-** By Mr. Vernon Jaramillo, Chancellor

Vote Outcome for Action Items # 2.

* Mr. Vernon Jaramillo Chancellor recommended to the Governance Board that item number 2 be approved.

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the referenced Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to approve item 2.

* Ms. Carla Ann Martinez made a second motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to approve item 2.

Dr. Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes

*Ms. Carla Ann Martinez – Yes

*Mr. Isaac Medina- Yes

* Father Terrance Brennan

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Mr. Vernon Jaramillo, Chancellor’s recommendation to approve item 2 was passed unanimously.

3. Approval of \$1,000.00 Donation to Cariños Charter School by the Jemez Mountain Electric Cooperative, Inc. -By Dr. Juanita Cata, Board President and Mr. Leo R. Marquez II, Vice President.

Vote Outcome for Action Items # 3.

* Mr. Vernon Jaramillo Chancellor recommended to the Governance Board that item number 3 be approved.

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the referenced Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve Mr. Vernon Jaramillo, Chancellor’s recommendation to approve item 3.

* Ms. Carla Ann Martinez made a second motion to approve Mr. Vernon Jaramillo, Chancellor’s recommendation to approve item 3.

Dr. Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes

*Ms. Carla Ann Martinez – Yes

*Mr. Isaac Medina- Yes

* Father Terrance Brennan

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Mr. Vernon Jaramillo, Chancellor’s recommendation to approve item 2 was passed unanimously.

4. Evaluation of Chancellor/Chief Executive Officer – By Dr. Juanita Cata, Board President and Governance Board.

Vote Outcome for Action Items # 4.

* Mr. Vernon Jaramillo Chancellor recommended to the Governance Board that item number 1 be approved.

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the referenced Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve Mr. Vernon Jaramillo, Chancellor’s recommendation to approve item 4.

* Ms. Carla Ann Martinez made a second motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to approve item 4.

Dr. Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes

*Ms. Carla Ann Martinez – Yes

*Mr. Isaac Medina- Yes

* Father Terrance Brennan

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to approve item 4 was passed unanimously.

VII. EXECUTIVE SESSION: PURSUANT TO 10-15-1. REF: H-2 and H7 -OPEN MEETING ACT - NMSA 1978 AS AMENDED FOR PERSONNEL ACTION TO DISCUSS:

1. H-2 - Limited to Personnel Matters – Chancellor's Performance/ Evaluation.

Outcome Regarding Executive Session:

*Dr. Juanita Cata, President asked Chancellor Jaramillo if there was a need for executive session to discuss Limited Personnel Matters.

*Chancellor Vernon Jaramillo responded that there was no need to go into executive session to discuss Limited to Personnel Matters as it applies to the Performance of the Chancellor.

*Dr. Juanita Cata, President stated for the record that there was no need to go into executive session to discuss Limited Personnel Matters, specifically the performance of the Chancellor.

VIII. BOARD CONCERNS, IF ANY:

1. Need to Recruit Teachers and Students for 2018- 2019 School Year.

2. Status of Current Finances / Budget for 2017-2018; and Proposed Budget for 2018-2019 SY.

3. Need a Special Board Meeting regarding "Interpretation and Explanation of Results of all Assessments".

* The Board address the above referenced concerns and also wanted to be assured that the Business Manager was communication the NMPED; and that the Board and Administration was complying with the Financial/Improvement / Action Plan submitted to NMPED/NMPEC on December 2017.

IX. ROUTINE MATTERS/INFORMATIVE REPORTS/ ENROLLMENT -BY MR. VERNON JARAMILLO, CHANCELLOR:

1. Informative Reports and Hires - by Mr. Vernon Jaramillo, Chancellor.

* Mr. Vernon Jaramillo, Chancellor remind the Board that they we registered for the training session provided by NMPED.

* Mr. Vernon Jaramillo, Chancellor informed Father Terrance Brennan that he would be registering him for the training session well.

2. Personnel Action: A. Resignations B. New Hires

X. ANNOUNCEMENT(S):

1. February 28, 2018 (Wednesday) - Cariños Regular Board Meeting – Location – Rio Arriba County Training Room –Time: 2:00 p.m.

2. 2018 NMPED Budget Workshop at the Hotel Albuquerque, in Albuquerque, NM – April 4, 5 and 6 of 2018.

3. NMPED Training sessions for Governance Board and Administration.

XI. ADJOURNMENT:

*Dr. Juanita Cata called for a motion to adjourn the meeting.

* Mr. Leo R. Marquez II made a motion to adjourn the meeting.

*Mr. Isaac Medina, seconded the motion to adjourn the meeting.

* Dr. Juanita Cata stated that the motion was carried unanimously to adjourn the Cariños Regular Board Meeting at 2:45 p.m.

CERTIFICATION:

Dr. Juanita Cata, Governance Board President

Date

ATTEST:

Ms. Carla Ann Martinez, Board Secretary

Date

DRAFT

Regular Governance Board Meeting

Wednesday, December 20, 2017 at 2:00 p.m.

Cariños de los Niño's Governance Board

Rio Arriba County Training Room - 1122 Industrial Park Road

Espanola, New Mexico – 87532

CALL TO ORDER:

Dr. Cata stated that the Regular Board Meeting for Cariños de los Niño's for the Month of December is scheduled for December 20, 2017 as posted on the Cariños information bulletin board, announced on the Cariños Website and the KDCE Radio. Location: at the Rio Arriba County –Board Training Room –1122 Industrial Park Road - Espanola, New Mexico - 87532.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Board.

ROLL CALL:

Dr. Juanita Cata, President did the roll call:

Mr. Leo R. Marquez II, Board Member –Yes

Ms. Glenda Sanchez, Secretary – Excused Attendance by Board President – But Available by Telephone as allowed by Board Policy.

Mr. Isaac Medina – Excused Attendance by Board President. However, Dr. Cata informed the Board that Mr. Isaac Medina is running late due to Mr. Medina bringing his father home from the Doctor's Office. (Notation: Mr. Isaac Medina arrived at the Board Meeting at 2:18 p.m.)

Ms. Carla Ann Martinez - Yes

Dr. Juanita Cata, Board President –Yes

*Dr. Juanita Cata, President stated that three Board members were present and that the Cariños Governance Board has a quorum to conduct business today, Wednesday , December 20, 2017 at 2:05 p.m. at its Regular Board Meeting.

*Dr. Juanita Cata reviewed the Agenda. Dr. Cata stated that the Board had ample time to review the agenda and asked if there was a motion to approve the Agenda as presented.

* Mr. Leo R. Marquez II, Vice President made a Motion to approve the Board Agenda as presented.

* Ms. Carla Ann Martinez, Board Member seconded the Motion to approve the Board Agenda as presented.

*Dr. Juanita Cata, Board President stated that the motion was made by Mr. Leo R. Marquez II and Ms. Carla Ann Martinez seconded the Motion to approve the Board Agenda as presented was passed unanimously.

Dr. Cata stated that the approved Agenda read as follows:

The Regular Board Meeting for Cariños de los Niño's for the Month of December is scheduled to take place on Wednesday, December 20, 2017. Notices have been timely posted on the Cariños information bulletin board, on the Cariños Website and Meeting date will be announced on KDCE Radio. Location: the Rio Arriba County Training Room –1122 Industrial Park Road - Espanola, New Mexico.

Notation: However, The Cariños' appointed Finance and Audit Committee composed of Dr. Juanita Cata, Board President and Mr. Vernon Jaramillo , Chancellor and Principal ; Mr. Leo R. Marquez II, Vice President, Ms. Glenda Sanchez, Board Secretary Ms. Corrine Teller , Business Manager, Ms. Jennifer Lucero, Office Manager and will meet at 1:00 p.m. to 2:00 p.m. at the same location on Wednesday, December 20, 2017 for the purpose of discussing and reviewing Revenue Reports, Expenditure Reports and Financial Reports for the Months of September/October/November of 2017 pursuant to N.M. - HEC/HB227 & 251 ; and an over view of the Budget for 2017-2018; and to provide explanation of the Budget Adjustments Requests (BARS), if any.

I. OPENING BUSINESS AT 2:00 P.M. ON WEDNESDAY, DECEMBER 20, 2017:

- | | |
|---------------------------|---------------------------------------|
| A. Call to Order | Dr. Juanita Cata, President |
| B. Pledge of Allegiance | Dr. Juanita Cata, President and Board |
| C. Roll Call | Ms. Glenda Sanchez, Secretary |
| D. Approval of Agenda | Dr. Juanita Cata, President and Board |
| E. Introduction of Guests | Dr. Juanita Cata, President |

II. FINANCIAL REPORT(S) FOR 2017-2018 SCHOOL YEAR: (For Information Purpose/Non Audited Reports)

- A. Report from Cariños Finance Committee and Ms. Corrine Teller, Business Manager regarding the review and acceptance of the following Financial Reports for the months of September /October/November of 2017 and a general overview of Cariños Budget for 2017-2018 School Year, in compliance with NM HEC/HB227 & 251 - and explanation of BARS, if any.

III. PUBLIC PARTICIPATION: Pursuant to Cariños Governance Policy all participants must submit a prior request to the CEO/Chancellor through proper forms for public participation. Each participant will introduce self and will be allowed five (5) minute's maximum per spokesperson. This is unless, CEO has approved a designated time for faculty members, PAC, or collaborative partners to make presentations to the Board.

1. Presentation by Ms. Bernice Life, Vice Principal – Ref: Educational Updates and Report.

IV. BOARD ACTION CONSENT AGENDA ITEMS:

1. Approval of Board Minutes for Regular Board Meeting of December 13 2017 for the Month of November. - By Dr. Juanita Cata, Board President.
2. **Approval of Cariños Finance Committee** for 2017-2018 School Year and for the 2018-2019 School Year composed of Dr. Juanita Cata- Board President, Mr. Leo Marquez- Vice President, Mr. Vernon Jaramillo- Chancellor and Ms. Corrine Teller- Business Manager.
3. **Approval of Audit Committee** for remainder of 2017-2018 Year and for the 2018-2019 School Year composed of Ms. Carla Ann Martinez-Board Member, Mr. Isaac Medina - Board Member , Mr. Tomas Martinez (Century Bank) and Mrs. Michelle Martinez (Parent), Mr. Vernon Jaramillo- Chancellor and Ms. Corrine Teller- Business Manager.
4. Approval to request Legislative Financial Assistance for capital out lay funds for Cariños identified needed renovation priorities, technology and for security cameras for safety.

V. BOARD ACTION AGENDA ITEMS:

1. Approval of Budget Adjustment Requests (BARS), if any -By Ms. Corrine Teller, Business Manager
2. Approval to Amended Nativia Business Management Service Agreement (Ms. Corrine Teller) for remainder of 2017-2018 School Year, which also includes a **Finance Manager Assistant position not to exceed \$15,000.00** and Revised Business Management Model to reflect aligned duties and or responsibilities for accountability. - By Ms. Corrine Teller, Business Manager.
3. Approval of a Quote for Appraisal of Cariños Building and Property By.- Vernon Jaramillo, Chancellor
4. Acknowledgment of receipt of New Mexico Public Commission's letter dated December 3, 2017 and Approval of an Improvement/Action Plan to include compliance with monthly financial reporting requirement. Action Plan will be submitted to NMPEC/NMPED by December 21, 2017. – Mr. Vernon Jaramillo, Chancellor
5. Evaluation of Chancellor/Chief Executive Office – By Dr. Juanita Cata, Board President and Governance Board.

6. Approval of Set Goals for Mr. Vernon Jaramillo, Chancellor for the remainder of 2017-2018 School Year. – By Dr. Juanita Cata, Board President and Governance Board.

VI. EXECUTIVE SESSION: PURSUANT TO 10-15-1. REF: H-2 and H7 -OPEN MEETING ACT - NMSA 1978 AS AMENDED FOR PERSONNEL ACTION TO DISCUSS:

1. H-2 - Limited to Personnel Matters – Chancellor's Performance based on set goals.

VII. BOARD CONCERNS, IF ANY:

1. Attend Board Training with emphasis in monitoring school finance, requirements and reporting.

VIII. ROUTINE MATTERS/INFORMATIVE REPORTS/ ENROLLMENT -BY MR. VERNON JARAMILLO, CHANCELLOR:

1. Informative Reports by Mr. Vernon Jaramillo, Chancellor.

2. Personnel Action:

A. Resignations

B. New Hires

IX. ANNOUNCEMENT(S):

1. January 31, 2017 (Wednesday) - Cariños Regular Board Meeting – Location – Rio Arriba County Training Room –Time: 2:00 p.m.

X. ADJOURNMENT

Dr. Juanita Cata, Board President asked Mr. Vernon Jaramillo, Chancellor to introduce the guests:

Mr. Vernon Jaramillo, Chancellor introduced the following guest(s): Ms. Corrine Teller, Business Manager

Again, Dr. Juanita Cata stated that the approved Agenda for the Regular Board Meeting on December 20, 2017, reads as follows for presentations, discussion and for Board action as needed:

II. FINANCIAL REPORT(S) FOR 2017-2018 SCHOOL YEAR: (For Information Purpose/Non Audited Reports)

A. Report from Cariños Finance Committee and Ms. Corrine Teller, Business Manager regarding the review and acceptance of the following Financial Reports for the months of

September /October/November of 2017 and a general overview of Cariños Budget for 2017-2018 School Year, in compliance with NM HEC/HB227 & 251 - and explanation of BARS, if any.

* Ms. Corrine Teller, Business Manager informed the Board that she will have the financial reports for September 2017 by the January 2018 Board meeting with the new Assistant coming on board and possibly reports for October 2017 through December 2017 with the assistance of Ms. Jenny Lucero.

III. PUBLIC PARTICIPATION: Pursuant to Cariños Governance Policy all participants must submit a prior request to the CEO/Chancellor through proper forms for public participation. Each participant will introduce self and will be allowed five (5) minute's maximum per spokesperson. This is unless, CEO has approved a designated time for faculty members, PAC, or collaborative partners to make presentations to the Board.

1. Presentation by Ms. Bernice Life, Vice Principal – Ref: Educational Updates and Report.

*Mr. Vernon Jaramillo Chancellor gave a brief presentation as prepared by Ms. Bernice Life, Vice Principal regarding the NMPED Monitoring Visit and the status of Cariños Charter School regarding the following topics: Need for Teacher Recruitment, Core Curriculum Ongoing Training , Textbooks, Materials, and Supplies for Classrooms, Assessments, Professional Development, School Improvement Plan, Student Recruitment and Continued Fund Raising.

*Mr. Vernon Jaramillo, Chancellor informed the Board that he and his staff wanted to continue to focus on Data Analysis, Student Achievement and Instructional Improvement.

*Mr. Vernon Jaramillo, Chancellor informed the Board that he and his staff wanted to work on a Strategic Plan with a Mission Statement , Vision Statement, Core Belief, Values, Goals , Key Indicators , Etc and reflect the operation and direction of the Cariños Charter School.

*Mr. Vernon Jaramillo, Chancellor also informed the Board that he wanted to work an Educational Consulting Agreement with Mr. Richard M. Romero Consulting; LLC, Ms. Sue Griffith Consulting Services, LLC; and Mr. Michael Chavez Consulting LLC –Scope of work: To provide educational consulting services for Cariños Charter School for the 2018 Legislative Session, which support includes: Arrange for sponsors and lobby for capital outlay monies for school identified projects.

*Mr. Leo R. Marquez II and the Board encouraged Mr. Vernon Jaramillo, Chancellor to prepare a list of Cariños priorities for capital outlay request.

*Ms. LaKiesha Cotton and Ms. Melisa Brown, who work for NMPEC/NMPED as Technical Assistance Support Coordinators arrived at the Cariños Board Meeting at 2:10 p.m. to monitor the Board Meeting.

*Mr. Vernon Jaramillo, Chancellor introduced Ms. LaKiesha Cotton and Ms. Melisa Brown when they arrived and provided them with a Board Agenda and provided Ms. Cotton with a Board Packet.

IV. BOARD ACTION CONSENT AGENDA ITEMS:

1. Approval of Board Minutes for Regular Board Meeting of December 13 2017 for the Month of November. - By Dr. Juanita Cata, Board President.
2. Approval of Cariños Finance Committee for 2017-2018 School Year and for the 2018-2019 School Year composed of Dr. Juanita Cata- Board President, Mr. Leo Marquez- Vice President, Mr. Vernon Jaramillo- Chancellor and Ms. Corrine Teller- Business Manager.
3. Approval of Audit Committee for remainder of 2017-2018 Year and for the 2018-2019 School Year composed of Ms. Carla Ann Martinez-Board Member, Mr. Isaac Medina - Board Member , Mr. Tomas Martinez (Century Bank) and Mrs. Michelle Martinez (Parent), Mr. Vernon Jaramillo- Chancellor and Ms. Corrine Teller- Business Manager.
4. Approval to request Legislative Financial Assistance for capital out lay funds for Cariños identified needed renovation priorities, technology and for security cameras for safety.

Vote Outcome for Consent Agenda for Action Items # 1, 2, 3 and 4:

- * Mr. Vernon Jaramillo Chancellor recommended to the Governance Board that items numbered 1 thru 4 be approved by consent.
- * Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the following Board Agenda Action Items.
- *Mr. Leo R. Marquez II stated that the Board had ample time to review the items and in the best interest of time he made a motion to approve items 1, 2, 3, and 4 under Consent Agenda.
- *Ms. Carla Ann Martinez seconded the motion to approve items 1, 2, 3 and 4 under Consent Agenda.
- *Dr. Juanita Cata called for a Voice Vote:
- *Mr. Leo R. Marquez – Yes
- * Ms. Carla Ann Martinez - Yes
- * Dr. Juanita Cata- Yes
- * Dr. Juanita Cata, Board President stated for the record that the motion to approve items 1, 2, 3 and 4 under Consent Agenda was passed unanimously.

V. BOARD ACTION AGENDA ITEMS:

1. Approval of Budget Adjustment Requests (BARS), if any -By Ms. Corrine Teller, Business Manager.
- * Mr. Vernon Jaramillo Chancellor informed the Board that he was informed by Ms. Corrine Teller, Business Manager that there were no BARS to present or approved at this time.

*Dr. Juanita Cata, President stated for the record that since there are no BARS to approve there is no need to act on this item.

2. Approval to Amended Nativia Business Management Service Agreement (Ms. Corrine Teller) for remainder of 2017-2018 School Year, which also includes a Finance Manager Assistant position not to exceed \$15,000.00 and Revised Business Management Model to reflect aligned duties and or responsibilities for accountability. - By Ms. Corrine Teller, Business Manager.

Vote Outcome for Action Items # 2.

* Mr. Vernon Jaramillo Chancellor recommended to the Governance Board that item number 1 be approved.

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the referenced Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to approve item 2.

* Ms. Carla Ann Martinez made a second motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to approve item 2.

Dr. Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes.

*Ms. Carla Ann Martinez – Yes.

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to approve item 2 was passed unanimously.

3. Approval of a Quote for Appraisal of Cariños Building and Property By. - Vernon Jaramillo, Chancellor.

Vote Outcome for Action Items #3.

* Mr. Vernon Jaramillo Chancellor informed the Board that he received two quotes from Mr. Shane Lemon at \$3,950.00 with half payment out front; and Mr. Mathew Pendleton for \$3,950.00; and Mr. Vernon Jaramillo recommended to the Governance Board that the quote in the amount of \$3,950.00 (all cost included and Report to be delivered within 30 days after notice to proceed), be awarded /approved for Mathew Pendleton for the Appraisal of Cariños Building and Property.

. * Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the referenced Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to approve item 3.

* Ms. Carla Ann Martinez made a second motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to approve item 3.

Dr. Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes.

*Ms. Carla Ann Martinez – Yes.

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to approve item 3 was passed unanimously.

4. Acknowledgment of receipt of New Mexico Public Commission's letter dated December 3, 2017 and Approval of an Improvement/Action Plan to include compliance with monthly financial reporting requirement. Action Plan will be submitted to NMPEC/NMPED by December 21, 2017. – Mr. Vernon Jaramillo, Chancellor.

* Mr. Vernon Jaramillo Chancellor recommended to the Governance Board the following Cariños Governance Board Action /Improvement Plan –Ref: Plans Number 1, 2 and 3:

Cariños Governance Board Action /Improvement Plan – Approved December 20, 2017

Plan for Number 1.

- Cariños Governance Board Members will attend Board trainings offered by PED approved trainers.
- Contact ACES, NMCCS, and PED conference training related to finances.
- Attend Customized trainings by ACES or NMCCS as arranged, based on needs of the board to better understand and implement policies as related to finances.
- Provide to NMPEC and NMPED specific date's members will be attending these trainings and who will be attending.

Plan for Number 2.

- Assign school administration to be responsible for enrollment.
- Use the subsequent 40th day projections to be equal to or less the number of enrolled students at the time the budget is created (usually in May).

- If additional students enroll, the 40th day projections shall be determined based on commitment letters from families committing to enroll their children in the new grade(s)/classes.

Plan for Number 3.

- Our New STARS Coordinator will submit attendance and withdraws report on a monthly bases as required in order to account for our budget and deal with our financial management and future forecast.
- Our Business Manager is awaiting the completion of the inputting of various transactions (BARS) related to Sept, Oct, Nov, and Dec, which are needed for the reports to be accurate and complete by January of 2018 and thereafter.
- Our NMPED budget analyst will be updated. Monthly reports to be turned in to NMPED upon the completion of the financial reports.

Vote Outcome for Action Item # 4.

- * Mr. Vernon Jaramillo Chancellor recommended approval of item number 4.
- * Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the referenced Board Agenda Action Item.
- * Ms. Carla Ann Martinez made a motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to approve item 4.
- * Mr. Leo R. Marquez II made a second motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to approve item 4.

Dr. Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes.

*Ms. Carla Ann Martinez – Yes.

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to approve item 4 was passed unanimously.

5. **Evaluation of Chancellor/Chief Executive Office** – By Dr. Juanita Cata, Board President and Governance Board.

Vote Outcome for Action Items # 5.

- * **Mr. Vernon Jaramillo Chancellor recommended to the Board that this item Number 5 can be tabled** until the January Regular Board Meeting.

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the referenced Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to table item 5.

* Ms. Carla Ann Martinez made a second motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to table item 5.

Dr. Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes.

*Ms. Carla Ann Martinez – Yes.

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to table item 5 until the January 2018 Regular Board Meeting was passed unanimously.

6. Approval of Set Goals for Mr. Vernon Jaramillo, Chancellor for the remainder of 2017-2018 School Year. – By Dr. Juanita Cata, Board President and Governance Board.

Vote Outcome for Action Item # 6.

* Mr. Vernon Jaramillo Chancellor recommended to the Board that this item Number 6 can be tabled until the January Regular Board Meeting.

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the referenced Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to table item 6.

* Ms. Carla Ann Martinez made a second motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to table item 6.

Dr. Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes.

*Ms. Carla Ann Martinez – Yes.

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Mr. Vernon Jaramillo, Chancellor's recommendation to table item 6 until the January 2018 Regular Board Meeting was passed unanimously.

****Notation:** Mr. Isaac Medina, Board Member arrived at the Board Meeting at 2:18 p.m.

VI. EXECUTIVE SESSION: PURSUANT TO 10-15-1. REF: H-2 and H7 -OPEN MEETING ACT - NMSA 1978 AS AMENDED FOR PERSONNEL ACTION TO DISCUSS:

Outcome Regarding Executive Session:

*Dr. Juanita Cata, President asked Chancellor Jaramillo if there was a need for executive session to discuss Limited Personnel Matters.

*Chancellor Vernon Jaramillo responded that there was no need to go into executive session to discuss Limited to Personnel Matters as it applies to the Performance of the Chancellor.

*Dr. Juanita Cata, President stated for the record that there was no need to go into executive session to discuss Limited Personnel Matters, specifically the performance of the Chancellor.

1. H-2 - Limited to Personnel Matters – Chancellor’s Performance based on set goals.

VII. BOARD CONCERNS, IF ANY:

1. Attend Board Training with emphasis in monitoring school finance, requirements and reporting.

*The Cariños Governance Board members made individual commitments to attend the offered trainings by NMPED; and the Board suggested hiring a consultant to expedite the training process especially in the area of finances to be aligned with the approved plan.

VIII. ROUTINE MATTERS/INFORMATIVE REPORTS/ ENROLLMENT -BY MR. VERNON JARAMILLO, CHANCELLOR:

1. Informative Reports by Mr. Vernon Jaramillo, Chancellor.

* Mr. Vernon Jaramillo shared with the Governance Board the letter that he provided Mr. Tony Archuleta, Grant Writer with a list of various available grants to be researched for application.

2. Personnel Action:

A. Resignations – None

B. New Hires - None

IX. ANNOUNCEMENT(S):

1. January 31, 2018 (Wednesday) - Cariños Regular Board Meeting – Location – Rio Arriba County Training Room –Time: 2:00 p.m.

X. ADJOURNMENT:

*Dr. Juanita Cata called for a motion to adjourn the meeting.

Regular Board Meeting Minutes –Cariños Charter School
December 20, 2017

* Mr. Leo R. Marquez II made a motion to adjourn the meeting.

*Mr. Isaac Medina, seconded the motion to adjourn the meeting.

* Dr. Juanita Cata stated that the motion was carried unanimously to adjourn the Cariños Regular Board Meeting at 2:45 p.m.

CERTIFICATION:

Dr. Juanita Cata, Governance Board President Date

ATTEST:

Ms. Glenda Sanchez, Board Secretary or Mr. Leo R. Marquez II, Vice President Date

Special Cariños Governance Board Meeting

Wednesday, November 15, 2017 at 2:00 p.m.

Held at the Rio Arriba County – Chambers Room

1122 Industrial Park Road - Espanola, New Mexico - 87532.

Espanola, New Mexico – 87532

CALL TO ORDER:

Dr. Cata called the meeting to order at 2:05 p.m.. Dr. Cata stated that the Special Board Meeting for Cariños de los Niño's for the Month of November 15, 2017 was held as posted on the Cariños information bulletin board, on the Cariños Website and announced on the KDCE Radio. Location: at the Rio Arriba County –Chambers Room –1122 Industrial Park Road - Espanola, New Mexico - 87532.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Board.

ROLL CALL:

Dr. Juanita Cata, President did the roll call:

Mr. Leo R. Marquez II, Board Member –Yes

Ms. Glenda Sanchez, Secretary –Not present at this meeting, but she is available via Telephone.

Mr. Isaac Medina - Yes

Dr. Juanita Cata, Board President –Yes

*Dr. Juanita Cata, President stated that four Board members were present, and explained that Ms. Glenda Sanchez was out of town, but would be available via telephone if needed . Dr. Cata stated that the Cariños Governance Board has a quorum to conduct business today, Wednesday, November 15, 2017 at 2:00 p.m. at its Regular Board Meeting.

*Dr. Juanita Cata reviewed the Agenda. Dr. Cata stated that the Board had ample time to review the agenda and asked if there was a motion to approve the Agenda as presented.

* Mr. Leo R. Marquez II, Vice President made a Motion to approve the Board Agenda as presented.

* Ms. Carla Ann Martinez, Board Member made a Second Motion to approve the Board Agenda as presented.

*Dr. Juanita Cata, Board President stated that the motion was made by Mr. Leo R. Marquez II and Ms. Carla Ann Martinez seconded the Motion to approve the Board Agenda as presented was passed unanimously.

Dr. Cata stated that the Approved Agenda read as follows:

The Cariños Special Board Meeting is announced for Wednesday, November 15, 2017 at 2:00 p.m. as advertised by posted Agenda at Cariños Charter School, Cariños Website and announced by KDCE Radio. The Special Board Meeting will be held at 2:00 p.m. at the Rio Arriba County – Chambers Room –1122 Industrial Park Road - Espanola, New Mexico - 87532.

Notation: However, The Cariños' appointed Finance and Audit Committee composed of Dr. Juanita Cata, Board President and Mr. Vernon Jaramillo , Chancellor, Mr. Leo R. Marquez II, Vice President, Ms. Glenda Sanchez, Board Secretary Ms. Corrine Teller , Business Manager, Ms. Jennifer Lucero, Office Manager and will meet at 1:30 p.m. to 2:00 p.m. at the same location on Wednesday, November 15, 2017., 2017 for the purpose of discussing and reviewing Revenue Reports, Expenditure Reports and Financial Reports for the Month of September of 2017 pursuant to N.M. - HEC/HB227 & 251 ; and status of Cariños Budget for 2017-2018 School Year.

I. OPENING BUSINESS AT 2:00 P.M. ON WEDNESDAY, NOVEMBER 15, 2017:

- | | |
|---------------------------|---------------------------------------|
| A. Call to Order | Dr. Juanita Cata, President |
| B. Pledge of Allegiance | Dr. Juanita Cata, President and Board |
| C. Roll Call | Ms. Glenda Sanchez, Secretary |
| D. Approval of Agenda | Dr. Juanita Cata, President |
| E. Introduction of Guests | Dr. Juanita Cata, President and Board |

II. EXECUTIVE SESSION: PURSUANT TO 10-15-1. REF: H-2 OPEN MEETING ACT - NMSA 1978 AS AMENDED FOR PERSONNEL ACTION TO DISCUSS:

1. H-2 - Limited to Personnel Matters

III. FINANCIAL REPORT(S) FOR 2017-2018 SCHOOL YEAR: (For Information Purpose/None Audited Reports)

- A. Report from Cariños Finance Committee and Ms. Corrine Teller, Business Manager regarding the review and acceptance of the following Financial Reports for the month of September 2017 and a general overview of Cariños Budget for 2017-2018 School Year, in compliance with NM HEC/HB227 & 251.

IV. BOARD ACTION AGENDA ITEMS:

1. Approval of Budget Reduction Plan for 2017-2018 School Year, due to limited funds caused by projection of students not materializing.
2. Approval of Cariños Charter School Re-organization for 2017-2018 School Year, due to limited funds caused by projection of student's not materializing, if needed.
3. Approval for Chancellor to implement RIF Policy for 2017-2018 School Year, if needed.
4. Approval to contract for an Appraisal of the Cariños School Buildings and Property.

V. ROUTINE MATTERS/INFORMATIVE REPORTS/ UPDATES -BY MR. VERNON. JARAMILLO, CHANCELLOR:

VI .ANNOUNCEMENT(S):

1. Regular Board Meeting for Cariños Governance Board - Wednesday, November 29, 2017 to be held at 2:00 p.m. at the Rio Arriba County – Training Room –1122 Industrial Park Road - Espanola, New Mexico - 87532.

VII. ADJOURNMENT:

Dr. Juanita Cata, Board President asked Mr. Vernon Jaramillo, Chancellor to introduce the guests:

Mr. Vernon Jaramillo, Chancellor introduced the following guest: Ms. Jennifer Lucero, Cariños Office Manager, Ms. Bernice Life, and Administrative Assistant. Ms. Corrine Teller, Business Manager, Ms. Carla Ann Martinez, New Board Member Applicant and Mr. Barron Jones , Rio Grande Sun Reporter

Again, Dr. Juanita Cata stated that the Approved Agenda for board action as needed:

II. EXECUTIVE SESSION: PURSUANT TO 10-15-1. REF: H-2 OPEN MEETING ACT - NMSA 1978 AS AMENDED FOR PERSONNEL ACTION TO DISCUSS:

1. H-2 - Limited to Personnel Matters

Outcome of Executive Session:

*Dr. Juanita Cata, President asked Chancellor Jaramillo if there was a need for executive session to discuss Limited Personnel Matters.

*Chancellor Vernon Jaramillo responded that there was **no need** to go into executive session to discuss Limited to Personnel Matters as it applies to the Performance of the Chancellor.

*Dr. Juanita Cata, President stated that there was a need to go into executive session to discuss Limited Personnel Matters, specifically the performance of the Chancellor as asked for a voice vote .

*Mr. Leo R. Marquez – Yes.

* Mr. Isaac Medina – Yes.

*Ms. Carla Ann Martinez – Yes.

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve for the Board to go into executive session to discuss Limited Personnel Matters, specifically the performance of the Chancellor.

Dr. Juanita Cata, Board President then stated that she wanted for Ms. Corrine Teller, Business Manager and Ms. Jennifer Lucero, Office Manager to join the Board in executive session to discuss Limited Personnel Matters, specifically the performance of the Chancellor through a voice vote.

*Mr. Leo R. Marquez – Yes.

* Mr. Isaac Medina – Yes.

*Ms. Carla Ann Martinez – Yes.

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve for Ms. Corrine Teller, Business Manager and Ms. Jennifer Lucero, Office Manager to join the Board in executive session to discuss Limited Personnel Matters, specifically the performance of the Chancellor.

* Dr. Juanita Cata, Board President stated for the record that the Board will go to Executive Session at 2:10 p.m. session to discuss Limited Personnel Matters, specifically the performance of the Chancellor.

* Dr. Juanita Cata, Board President stated for the record that the Board will come out of Executive Session at 2:20 p. m. and that no action was taken regarding Limited Personnel Matters, specifically the performance of the Chancellor.

*Dr. Juanita Cata called for a voice vote for the Board to come out of Executive Session and continue with its regular meeting and Agenda.

III. FINANCIAL REPORT(S) FOR 2017-2018 SCHOOL YEAR: (For Information Purpose/None Audited Reports)

A. Report from Cariños Finance Committee and Ms. Corrine Teller, Business Manager regarding the review and acceptance of the following Financial Reports for the month of September 2017 and a general overview of Cariños Budget for 2017-2018 School Year, in compliance with NM HEC/HB227 & 251.

*Ms. Corrine Teller, Business Manager provided a brief presentation to the Board on the Finances and explained to the Board that a more detailed presentation will be given to the Board at the next regular Board Meeting when Mr. Vernon Jaramillo will present his Reduction Plan to the Board.

Ms. Corrine Teller, Business Manager stated that she had to prepare some BARs to 'clean up' the budget and match it to the proposed staffing pattern, per Mr. Vernon Jaramillo's recommendations which he will unravel at the next regular board meeting. Ms. Teller said that she will meet with Mr. Jaramillo and inquire about any other anticipated expenses. Ms. Teller stated that there would be no room for deviation from this budget once approved to keep Cariños in the black for the year. Ms. Teller said that the budget is based on expenses/encumbrances currently entered or to be entered in the financial management system (APTA) plus other items that need to be entered such as the following items as an example, which estimated amounts are subject to change:

\$16,500 for an EA (including taxes and benefits)

\$2000 stipend for employee to do Medicaid processing

\$3,000 stipend for a Food Services Coordinator

\$10,000 stipend for a Transportation Coordinator

\$10,000 for new service contracts

\$16,000 to cover expenses not covered by the food services program

\$40,000 for unemployment claims

\$5,000 additional for testing supplies

\$5,000 for janitorial supplies

\$5,000 for the building appraisal

\$10,000 remaining for sub costs for the remainder of the year, so the use of subs needs to be managed well by the school.

*The Board thanked Ms. Corrine Teller for her presentation.

IV. BOARD ACTION AGENDA ITEMS:

1. Approval of Budget Reduction Plan for 2017-2018 School Year, due to limited funds caused by projection of students not materializing.

* Mr. Vernon Jaramillo, Chancellor's requested approval from the Board to work on a Budget Reduction Plan for 2017-2018 School Year, due to limited funds caused by projection of students not materializing.

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the referenced Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve Mr. Vernon Jaramillo, Chancellor's requested approval from the Board to work on a Budget Reduction Plan for 2017-2018 School Year, due to limited funds caused by projection of students not materializing.

* Ms. Carla Ann Martinez made a second motion to approve Mr. Vernon Jaramillo, Chancellor's requested approval from the Board to work on a Budget Reduction Plan for 2017-2018 School Year, due to limited funds caused by projection of students not materializing.

Dr. Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes.

* Mr. Isaac Medina – Yes.

*Ms. Carla Ann Martinez – Yes.

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Mr. Vernon Jaramillo, Chancellor's requested approval from the Board to work on a Budget Reduction Plan for 2017-2018 School Year, due to limited funds caused by projection of students not materializing was passed unanimously.

2. Approval of Cariños Charter School Re-organization for 2017-2018 School Year, due to limited funds caused by projection of student's not materializing, if needed.

* Mr. Vernon Jaramillo, Chancellor's requested approval from the Board to reorganize its staff for the 2017-2018 School Year, due to limited funds caused by projection of student's not materializing, if needed.

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the referenced Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve Mr. Vernon Jaramillo, Chancellor's requested approval from the Board to reorganize its staff for the 2017-2018 School Year, due to limited funds caused by projection of student's not materializing, if needed.

* Mr. Isaac Medina made a second motion to approve Mr. Vernon Jaramillo, Chancellor's requested approval from the Board to reorganize its staff for the 2017-2018 School Year, due to limited funds caused by projection of student's not materializing, if needed.

Dr. Cata called for a Voice Vote:

* Mr. Leo R. Marquez – Yes.

* Mr. Isaac Medina – Yes.

* Ms. Carla Ann Martinez – Yes.

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Mr. Vernon Jaramillo, Chancellor's requested approval from the Board to reorganize its staff for the 2017-2018 School Year, due to limited funds caused by projection of student's not materializing was passed unanimously.

3. Approval for Chancellor to implement RIF Policy for 2017-2018 School Year, if needed.

* Mr. Vernon Jaramillo, Chancellor's requested approval from the Board to implement RIF Policy for 2017-2018 School Year, if needed.

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the referenced Board Agenda Action Item.

* Mrs. Carla Ann Martinez made a motion to approve Mr. Vernon Jaramillo, Chancellor's requested approval from the Board to implement RIF Policy for 2017-2018 School Year, if needed.

* Mr. Isaac Medina made a second motion to approve Mr. Vernon Jaramillo, Chancellor's requested approval from the Board to implement RIF Policy for 2017-2018 School Year, if needed.

Dr. Cata called for a Voice Vote:

* Mr. Leo R. Marquez – Yes.

* Mr. Isaac Medina – Yes.

* Ms. Carla Ann Martinez – Yes.

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Mr. Vernon Jaramillo, Chancellor's requested approval from the Board to implement RIF Policy for 2017-2018 School Year, if needed was passed unanimously.

4. Approval to contract for an Appraisal of the Cariños School Buildings and Property.

* Mr. Vernon Jaramillo, Chancellor's requested approval to contract for an Appraisal of the Cariños School Buildings and Property.

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the referenced Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve Mr. Vernon Jaramillo, Chancellor's requested approval to contract for an Appraisal of the Cariños School Buildings and Property.

* Mr. Isaac Medina made a second motion to approve Mr. Vernon Jaramillo, Chancellor's requested contract for an Appraisal of the Cariños School Buildings and Property.

Dr. Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes.

* Mr. Isaac Medina – Yes.

*Ms. Carla Ann Martinez – Yes.

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Mr. Vernon Jaramillo, Chancellor's requested approval contract for an Appraisal of the Cariños School Buildings and Property was passed unanimously.

V.ROUTINE MATTERS/INFORMATIVE REPORTS/ UPDATES -BY MR. VERNON. JARAMILLO, CHANCELLOR:

Mr. Vernon Jaramillo informed the Board that NMPED was doing a Site Visit of Cariños Charter School for technical assistance on December 6, 2017.

VI. ANNOUNCEMENT(S):

1. Regular Board Meeting for Cariños Governance Board - Wednesday, November 29, 2017 to be held at 2:00 p.m. at the Rio Arriba County – Training Room –1122 Industrial Park Road - Espanola, New Mexico - 87532.

VII. ADJOURNMENT:

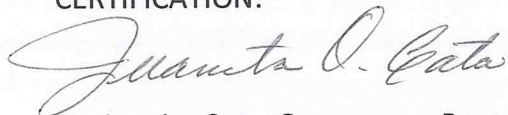
*Dr. Juanita Cata called for a motion to adjourn the meeting.

* Mr. Leo R. Marquez II made a motion to adjourn the meeting.

*Ms. Carla Ann Martinez, seconded the motion to adjourn the meeting.

* Dr. Juanita Cata stated that the motion was carried unanimously to adjourn the Cariños Regular Board Meeting at 2:55 p.m.

CERTIFICATION:

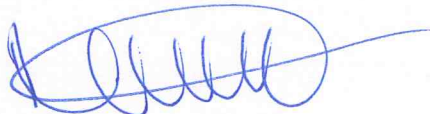


Dr. Juanita Cata, Governance Board President

12/13/17

Date

ATTEST:



Ms. Glenda Sanchez, Board Secretary or Mr. Leo R. Marquez II, Vice President

Date 12/13/17

3. Need more Teachers. However, Cariños needs to develop a Budget Reduction Plan to be addressed at a Special Board Meeting on Wednesday, November 15, 2017.

IX. ROUTINE MATTERS/INFORMATIVE REPORTS/ ENROLLMENT -BY MR. VERNON JARAMILLO, CHANCELLOR:

1. Informative Reports by Mr. Vernon Jaramillo, Chancellor –

*Mr. Vernon Jaramillo, Chancellor provided the Board with the list of free Board Trainings provided by the NMPED; and inform the Board of the Coalition of Charter School Annual Conference – December 8th and 9th 2017.

A. Coalition of Charter School Annual Conference – December 8th and 9th 2017- New Mexico Coalition for Charter Schools Annual Conference @ APS Rankin Professional Training Facility

B. Charter School Training through NMPED – Free Training –Check NMPED Charter School Website.

2. Enrollment at 40th Reporting Day = 98 students for grades Kgn thru 8th

3. Staffing patterns are based on combined classes, due to limited enrollment.

4. Personnel Action:

A. Resignations – None

B. New Hires – None

X. ANNOUNCEMENT(S):

1. November 29, 2017 (Wednesday) - Cariños Regular Board Meeting TBA –Time: 4:30 p.m.

XI. ADJOURNMENT:

*Dr. Juanita Cata called for a motion to adjourn the meeting.

* Mr. Leo R. Marquez II made a motion to adjourn the meeting.

*Ms. Carla Ann Martinez, seconded the motion to adjourn the meeting.

* Dr. Juanita Cata stated that the motion was carried unanimously to adjourn the Cariños Regular Board Meeting at 5:15 p.m.


CERTIFICATION:


Dr. Juanita Cata, Governance Board President

Date

12/13/17

ATTEST:


Ms. Glenda Sanchez, Board Secretary or Mr. Leo R. Marquez II, Vice President

Date 12/13/17

Regular Governance Board Meeting

Wednesday, November 8, 2017 at 4:30 p.m.

Cariños de los Niño's Charter School

Cariños Charter Conference Room – 714 Calle Don Diego

Espanola, New Mexico – 87532

DRAFT

CALL TO ORDER:

Dr. Cata stated that the Regular Board Meeting for Cariños de los Niño's for the Month of October 25, 2017 was re-scheduled for November 8, 2017 as posted on the Cariños information bulletin board, announced on the Cariños Website and the KDCE Radio. Location: at the Rio Arriba County –Board Training Room –1122 Industrial Park Road - Espanola, New Mexico - 87532.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Board.

ROLL CALL:

Dr. Juanita Cata, President did the roll call:

Mr. Leo R. Marquez II, Board Member –Yes

Ms. Glenda Sanchez, Secretary – Yes – Via Telephone

Mr. Isaac Medina - Yes

Dr. Juanita Cata, Board President –Yes

*Dr. Juanita Cata, President stated that four Board members were present and that a new Board member will be appointed this evening to fill in the board vacant positions within the given 45 day time line given by NMPED/NMPEC after the resignation of a board member ; and that the Cariños Governance Board has a quorum to conduct business today, Wednesday , November 8, 2017 at 4:30 p.m. at its Regular Board Meeting.

*Dr. Juanita Cata reviewed the Agenda. Dr. Cata stated that the Board had ample time to review the agenda and asked if there was a motion to approve the Agenda as presented.

* Mr. Leo R. Marquez II, Vice President made a Motion to approve the Board Agenda with the condition the Roman Numeral Number VII and all of its listed items be tabled for a Special Board Meeting on November 15, 2017.

* Mr. Isaac Medina, Board Member made a Motion to approve the Board Agenda as amended.

*Dr. Juanita Cata, Board President stated that the motion was made by Mr. Leo R. Marquez II and Mr. Isaac Medina seconded the Motion to approve the Board Agenda as amended was passed unanimously; with the condition the Roman Numeral Number VII and all of its listed items be tabled for a Special Board Meeting on November 15, 2017.

Dr. Cata stated that the Amended Approved Agenda read as follows:

The Regular Board Meeting for Cariños de los Niño's for the Month of September 27, 2017 has been rescheduled to take place on Wednesday, November 8, 2017. Notices have been timely posted on the Cariños information bulletin board, on the Cariños Website and Meeting date will be announced on KDCE Radio. Location: the Rio Arriba County Training Room –1122 Industrial Park Road - Espanola, New Mexico. Notation: However, The Cariños' appointed Finance and Audit Committee composed of Dr. Juanita Cata, Board President and Mr. Vernon Jaramillo , Chancellor and Principal ; Mr. Leo R. Marquez II, Vice President, Ms. Glenda Sanchez, Board Secretary Ms. Corrine Teller , Business Manager, Ms. Jennifer Lucero, Office Manager and will meet at 4:00 p.m. to 4:30 p.m. at the same location on Wednesday, November 8, 2017., 2017 for the purpose of discussing and reviewing Revenue Reports, Expenditure Reports and Financial Reports for the Month of September of 2017 pursuant to N.M. - HEC/HB227 & 251 ; providing information on enrollment at the 40th Reporting Day; and an over view of the Budget for 2017-2018; and to provide explanation of the Budget Adjustments Requests (BARS), if any.

I. OPENING BUSINESS AT 4:30 P.M. ON WEDNESDAY, NOVEMBER 8, 2017:

- | | |
|---------------------------|---------------------------------------|
| A. Call to Order | Dr. Juanita Cata, President |
| B. Pledge of Allegiance | Dr. Juanita Cata, President and Board |
| C. Roll Call | Ms. Glenda Sanchez, Secretary |
| D. Approval of Agenda | Dr. Juanita Cata, President and Board |
| E. Introduction of Guests | Dr. Juanita Cata, President |

II. FINANCIAL REPORT(S) FOR 2017-2018 SCHOOL YEAR: (For Information Purpose/None Audited Reports)

- A. Report from Cariños Finance Committee and Ms. Corrine Teller, Business Manager regarding the review and acceptance of the following Financial Reports for the month of September 2017 and a general overview of Cariños Budget for 2017-2018 School Year, in compliance with NM HEC/HB227 & 251 - and explanation of BARS, if any.

III. PUBLIC PARTICIPATION: Pursuant to Cariños Governance Policy all participants must submit a prior request to the CEO/Chancellor through proper forms for public participation. Each

participant will introduce self and will be allowed five (5) minute's maximum per spokesperson. This is unless, CEO has approved a designated time for faculty members, PAC, or collaborative partners to make presentations to the Board.

1. Presentation by Mr. Roger Gonzales, President with Siete del Norte (Volunteer Consultant for Student Nutrition Program, Transportation Program and Grant Writing).

2. Presentation by Ms. Bernice Life, Administrative Assistant – Ref: Status of Cariños Charter School and Reports: Need for Teachers, Curriculum, Textbooks, Materials, Supplies for Classrooms, Assessments, Professional Development, School Improvement Plan and Fund Raising.

IV. BOARD ACTION ITEMS:

1. Approval of Resignation of Board member, Ms. Louise Sanchez effective October 16, 2017.
2. Approval of Appointment of One (1) Board Member for the Cariños Charter School - Effective November 8, 2017 for a 4 Year Period - Until November 8, 2021. (To replace Ms. Louise Sanchez)
3. Approval to authorize the Administration of the Oath of Office/Affidavit for the newly appointed Cariños Board Members by a Notary Public.
4. Approval of Charter School Change of Governance Body Membership Form(s).
5. Approval of Statement of Governing Body to Consult with NMPED In Compliance with 6.80.4.16 NMAC.

V. EXECUTIVE SESSION: PURSUANT TO 10-15-1. REF: H-2 and H7 -OPEN MEETING ACT - NMSA 1978 AS AMENDED FOR PERSONNEL ACTION TO DISCUSS:

1. H-2 - Limited to Personnel Matters
2. H-7 - Legal Matters -Attorney-Client Privilege

VI. BOARD ACTION CONSENT AGENDA ITEMS:

1. Approval of Board Minutes for Regular Board Meeting of October 4, 2017 - By Dr. Juanita Cata, Board President.
2. Approval of Mr. Roger Gonzales as a Volunteer Consultant with Siete De Norte) to assist and train Cariños Charter School with its Student Nutrition Program and Transportation Program.
3. Ratification /Approval to Contract with Ms. Estavan Sena, Consultant for IT Tech Support & Other Support Services at \$22.50 per hour.

4. Approval of Contract with Ms. Krisha Artieda to maintain Cariños Website and provide other support services at \$12.00 per hour.

5. Approval of purchase of Literacy Program from Santillana Company for Dual Language Program for K thru 6 for the amount of \$5,641.19 -(Funding Sources : \$3,340.00 GO Bond Library Funds and \$2,301.19 from Operational Funds .

VII. OTHER BOARD ACTION AGENDA ITEMS: [Notation: Through Board Action Roman Numeral Number VII and all of its listed items be tabled for a Special Board Meeting on November 15, 2017].

1. Approval of Budget Reduction Plan for 2017-2018 School Year, due to limited funds caused by projection of students not materializing.

2. Approval of Cariños Charter School Re-organization for 2017-2018 School Year, due to limited funds caused by projection of student's not materializing, if needed.

3. Approval for Chancellor to implement RIF Policy for 2017-2018 School Year, if needed.

4. Approval to contract for an Appraisal of the Cariños School Buildings and Property.

VIII. BOARD CONCERNS, IF ANY:

1. Need for continued Governance Board Training to meet State Mandate.

IX. ROUTINE MATTERS/INFORMATIVE REPORTS/ ENROLLMENT -BY MR. VERNON JARAMILLO, CHANCELLOR:

1. Informative Reports by Mr. Vernon Jaramillo, Chancellor –

A. Coalition of Charter School Annual Conference – December 8th and 9th 2017- New Mexico Coalition for Charter Schools Annual Conference @ APS Rankin Professional Training Facility

B. Charter School Training through NMPED – Free Training –Check NMPED Charter School Website.

2. Enrollment at 40th Reporting Day = 98 students for grades Kgn thru 8th

3. Staffing patterns are based on combined classes, due to limited enrollment.

4. Personnel Action:

A. Resignations and B. New Hires

X. ANNOUNCEMENT(S):

1. November 29, 2017 (Wednesday) - Cariños Regular Board Meeting TBA –Time: 4:30 p.m.

XI. ADJOURNMENT:

Dr. Juanita Cata, Board President asked Mr. Vernon Jaramillo, Chancellor to introduce the guests:

Mr. Vernon Jaramillo, Chancellor introduced the following guest: Ms. Jennifer Lucero, Cariños Office Manager, Ms. Bernice Life, and Administrative Assistant. Ms. Corrine Teller, Business Manager, Ms. Carla Ann Martinez, New Board Member Applicant and Mr. Barron Jones , Rio Grande Sun Reporter

Again, Dr. Juanita Cata stated that the Approved Amended Agenda, for the exception of Roman Numeral Number VII and all of its listed items be tabled for a Special Board Meeting on November 15, 2017, reads as follows for presentations, discussion and board action as needed:

II. FINANCIAL REPORT(S) FOR 2017-2018 SCHOOL YEAR: (For Information Purpose/None Audited Reports)

A. Report from Cariños Finance Committee and Ms. Corrine Teller, Business Manager regarding the review and acceptance of the following Financial Reports for the month of September 2017 and a general overview of Cariños Budget for 2017-2018 School Year, in compliance with NM HEC/HB227 & 251 - and explanation of BARS, if any.

* Ms. Corrine Teller, Business Manager presented Revenue Reports, Expenditure Reports and Financial Reports for the Month of September of 2017; and she stated that since the action item on Roman Numeral VII was tabled for a Special Board Meeting on November 15, 2017 - Ref: 1. Approval of Budget Reduction Plan for 2017-2018 School Year, due to limited funds caused by projection of students not materializing. Ms. Teller said there here will be no discussion of the Reduction Plan at this board meeting.

III. PUBLIC PARTICIPATION: Pursuant to Cariños Governance Policy all participants must submit a prior request to the CEO/Chancellor through proper forms for public participation. Each participant will introduce self and will be allowed five (5) minute's maximum per spokesperson. This is unless, CEO has approved a designated time for faculty members, PAC, or collaborative partners to make presentations to the Board.

1. Presentation by Mr. Roger Gonzales, President with Siete del Norte (Volunteer Consultant for Student Nutrition Program, Transportation Program and Grant Writing).

* Mr. Vernon Jaramillo inform the Board that Mr. Roger Gonzales was unable to attend today's meeting due to a pending commitment but that he will be attending the next Board Meeting .

2. Presentation by Ms. Bernice Life, Administrative Assistant – Ref: Status of Cariños Charter School and Reports: Need for Teachers, Curriculum, Textbooks, Materials, Supplies for Classrooms, Assessments, Professional Development, School Improvement Plan and Fund Raising.

*Ms. Bernice Life gave a brief presentation on the status of Cariños Charter School and the following topics: Need for Teachers, Curriculum, Textbooks, Materials, and Supplies for Classrooms, Assessments, Professional Development, School Improvement Plan and Fund Raising.

IV. BOARD ACTION ITEMS:

1. Approval of Resignation of Board member, Ms. Louise Sanchez effective October 16, 2017.

Vote Outcome for Board Action Item # 1:

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the following Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve Ms. Louise Sanchez Resignation - Effective October 16, 2017.

* Mr. Isaac Medina made a second motion to approve Ms. Louise Sanchez Resignation - Effective October 16, 2017.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez II – Yes

*Mr. Isaac Medina - Yes

*Ms. Glenda Sanchez – Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Ms. Louise Sanchez Resignation to take effect October 16, 2017 was passed unanimously.

2. Approval of Appointment of One (1) Board Member for the Cariños Charter School - Effective November 8, 2017 for a 4 Year Period - Until November 8, 2021. (To replace Ms. Louise Sanchez).

Vote Outcome for Board Action Item # 2:

* Dr. Juanita Cata, Board President asked Chancellor Jaramillo if any applicants applied for candidates to be considered members to the Cariños Governance Board in order to meet the required time line to fill the position.

*Mr. Vernon Jaramillo, Chancellor informed the Governance Board that one candidate had applied via Letter of Interest. Mr. Jaramillo said that her name is Ms. Carla Ann Martinez and that she meets the criteria for Board consideration.

*Dr. Juanita Cata stated that she read Ms. Carla Ann Martinez Resume and was very impressed with her knowledge and background. Dr. Cata stated that she recommend Ms. Carla Ann Martinez for consideration.

*Mr. Leo R. Marquez II stated that he was aware of Carla Ann Martinez's character and excellent credentials and made a motion that Ms. Carla Ann Martinez be approved and appointed as a Board Member for the Cariños Charter School - Effective November 8, 2017 for a 4 Year Period - Until November 8, 2021.

*Mr. Isaac Medina seconded the motion that Ms. Carla Ann Martinez be approved and appointed as a Board Member for the Cariños Charter School - Effective November 9, 2017 for a 4 Year Period - Until November 9, 2021.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez II – Yes

*Mr. Isaac Medina - Yes

*Ms. Glenda Sanchez – Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Ms. Carla Ann Martinez be approved and appointed as Board Member for the Cariños Charter School - Effective November 8, 2017 for a 4 Year Period - Until November 8, 2021 was passed unanimously.

*The entire Board congratulated Ms. Carla Ann Martinez and welcomed her to serve on the Board.

* Ms. Carla Ann Martinez thank the Board for their confidence in her, their support and appointment.

3. Approval to authorize the Administration of the Oath of Office/Affidavit for the newly appointed Cariños Board Members by a Notary Public.

Vote Outcome for Board Action Item # 3:

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the following Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion for approval to authorize the Administration of the Oath of Office/Affidavit for the newly appointed Cariños Board Members by a Notary Public.

* Mr. Isaac Medina made a second motion for approval to authorize the Administration of the Oath of Office/Affidavit for the newly appointed Cariños Board Members by a Notary Public.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez II – Yes

*Mr. Isaac Medina - Yes

*Ms. Glenda Sanchez – Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion for approval to authorize the Administration of the Oath of Office/Affidavit for the newly appointed Cariños Board Members by a Notary Public was passed unanimously.

*Dr. Juanita Cata stated that a Notary from Rio Arriba County Office, namely Mr. Joe E. Lopez was readily available and to give the NMPED /NMPEC Oath of Office and the Cariños Oath of Office to Ms. Carla Ann Martinez.

* Note: Mr. Joe E. Lopez, Notary Public immediately administered the Oath of Office to Ms. Carla Martinez, New Board Member.

4. Approval of Charter School Change of Governance Body Membership Form(s).

Vote Outcome for Board Action Item # 4:

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the following Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve the Charter School Change of Governance Body Membership Form(s) applicable to Ms. Louise Sanchez who resigned and the New Board Member Ms. Carla Ann Martinez.

* Mr. Isaac Medina made a second motion to approve the Charter School Change of Governance Body Membership Form(s) applicable to Ms. Louise Sanchez who resigned, and the New appointed Board Member Ms. Carla Ann Martinez.

* Dr. Juanita Cata, Board President stated for the record that the motion to approve the Charter School Change of Governance Body Membership Form(s) applicable to Ms. Louise Sanchez who resigned, and the New Board Member Ms. Carla Ann Martinez was passed unanimously.

5. Approval of Statement of Governing Body to Consult with NMPED In Compliance with 6.80.4.16 NMAC.

Vote Outcome for Board Action Item # 5:

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the following Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve the Statement of Governing Body to Consult with NMPED in Compliance with 6.80.4.16 NMAC.

* **Mr. Isaac Medina made a second motion** to approve the Statement of Governing Body to Consult with NMPED in Compliance with 6.80.4.16 NMAC.

* Dr. Juanita Cata, Board President stated for the record that the motion to approve the Cariños Charter School Statement of Governing Body to Consult with NMPED in Compliance with 6.80.4.16 NMAC was passed unanimously. Dr. Cata said that the referenced Form was signed by all members.

V. EXECUTIVE SESSION: PURSUANT TO 10-15-1. REF: H-2 and H7 -OPEN MEETING ACT - NMSA 1978 AS AMENDED FOR PERSONNEL ACTION TO DISCUSS:

1. H-2 - Limited to Personnel Matters
2. H-7 - Legal Matters -Attorney-Client Privilege

Outcome of Executive Session:

***Dr. Juanita Cata, President asked Chancellor Jaramillo if there was a need for executive session** to discuss Limited Personnel Matters and Legal Matters.

*Chancellor Vernon Jaramillo responded that there was **no need** to go into executive session to discuss Limited to Personnel Matters and Legal Matters.

Dr. Juanita Cata, President **stated that there was no need to go into executive session to discuss either Limited Personnel Matters or Legal Matters.

VI. BOARD ACTION CONSENT AGENDA ITEMS:

1. Approval of Board Minutes for Regular Board Meeting of October 4, 2017 - By Dr. Juanita Cata, Board President.
2. Approval of Mr. Roger Gonzales as a Volunteer Consultant with Siete De Norte) to assist and train Cariños Charter School with its Student Nutrition Program and Transportation Program.
3. Ratification /Approval to Contract with Ms. Estavan Sena, Consultant for IT Tech Support & Other Support Services at \$22.50 per hour.
4. Approval of Contract with Ms. Krisha Artieda to maintain Cariños Website and provide other support services at \$12.00 per hour.
5. Approval of purchase of Literacy Program from Santillana Company for Dual Language Program for K thru 6 for the amount of \$5,641.19 -(Funding Sources : \$3,340.00 GO Bond Library Funds and \$2,301.19 from Operational Funds .

Vote Outcome for Board Action Item under consent agenda for items # 1, 2, 3, 4, 5

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the following Board Agenda Action Items.

*Mr. Leo R. Marquez II stated that the Board had ample time to review the items and in the best interest of time he made a motion to approve items 1, 2, 3, 4, and 5 under a form of Consent Agenda.

*Mr. Isaac Medina seconded the motion to approve items 1, 2, 3, 4 and 5 under a form of Consent Agenda.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes

*Ms. Glenda Sanchez – Yes

* Isaac Medina- Yes

* Ms. Carla Ann Martinez - Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve items 1, 2, 3, 4, and 5 under a form of Consent Agenda was passed unanimously.

VII. OTHER BOARD ACTION AGENDA ITEMS:

[Notation: Through Board Action Roman Numeral Number VII and all of its listed items be tabled for a Special Board Meeting on November 15, 2017].

1. Approval of Budget Reduction Plan for 2017-2018 School Year, due to limited funds caused by projection of students not materializing.
2. Approval of Cariños Charter School Re-organization for 2017-2018 School Year, due to limited funds caused by projection of student's not materializing, if needed.
3. Approval for Chancellor to implement RIF Policy for 2017-2018 School Year, if needed.
4. Approval to contract for an Appraisal of the Cariños School Buildings and Property.

VIII. BOARD CONCERNS, IF ANY:

*Dr. Juanita Cata, Board President and the Board encouraged Board Training and expressed concern over the following other items.

1. Need for continued Governance Board Training to meet State Mandate.
2. Limited finances, due to enrollment not materializing and deficit.

3. **Need more Teachers. However, Cariños needs to develop a Budget Reduction Plan to be addressed at a Special Board Meeting** on Wednesday, November 15, 2017.

IX. ROUTINE MATTERS/INFORMATIVE REPORTS/ ENROLLMENT -BY MR. VERNON JARAMILLO, CHANCELLOR:

1. Informative Reports by Mr. Vernon Jaramillo, Chancellor –

*Mr. Vernon Jaramillo, Chancellor provided the Board with the list of free Board Trainings provided by the NMPED; and inform the Board of the Coalition of Charter School Annual Conference – December 8th and 9th 2017.

A. Coalition of Charter School Annual Conference – December 8th and 9th 2017- New Mexico Coalition for Charter Schools Annual Conference @ APS Rankin Professional Training Facility

B. Charter School Training through NMPED – Free Training –Check NMPED Charter School Website.

2. **Enrollment at 40th Reporting Day = 98 students for grades Kgn thru 8th**

3. **Staffing patterns are based on combined classes, due to limited enrollment.**

4. Personnel Action:

A. Resignations – None

B. New Hires – None

X. ANNOUNCEMENT(S):

1. November 29, 2017 (Wednesday) - Cariños Regular Board Meeting TBA –Time: 4:30 p.m.

XI. ADJOURNMENT:

*Dr. Juanita Cata called for a motion to adjourn the meeting.

* Mr. Leo R. Marquez II made a motion to adjourn the meeting.

*Ms. Carla Ann Martinez, seconded the motion to adjourn the meeting.

* Dr. Juanita Cata stated that the motion was carried unanimously to adjourn the Cariños Regular Board Meeting at 5:15 p.m.

CERTIFICATION:

Dr. Juanita Cata, Governance Board President Date

ATTEST:

Ms. Glenda Sanchez, Governance Board Secretary Date

Regular Governance Board Meeting

Wednesday, November 8, 2017 at 4:30 p.m.

Cariños de los Niño's Charter School

Cariños Charter Conference Room – 714 Calle Don Diego

Espanola, New Mexico – 87532

CALL TO ORDER:

Dr. Cata stated that the Regular Board Meeting for Cariños de los Niño's for the Month of October 25, 2017 was re-scheduled for November 8, 2017 as posted on the Cariños information bulletin board, announced on the Cariños Website and the KDCE Radio. Location: at the Rio Arriba County –Board Training Room –1122 Industrial Park Road - Espanola, New Mexico - 87532.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Board.

ROLL CALL:

Dr. Juanita Cata, President did the roll call:

Mr. Leo R. Marquez II, Board Member –Yes

Ms. Glenda Sanchez, Secretary – Yes – Via Telephone

Mr. Isaac Medina - Yes

Dr. Juanita Cata, Board President –Yes

*Dr. Juanita Cata, President stated that four Board members were present and that a new Board member will be appointed this evening to fill in the board vacant positions within the given 45 day time line given by NMPED/NMPEC after the resignation of a board member ; and that the Cariños Governance Board has a quorum to conduct business today, Wednesday , November 8, 2017 at 4:30 p.m. at its Regular Board Meeting.

*Dr. Juanita Cata reviewed the Agenda. Dr. Cata stated that the Board had ample time to review the agenda and asked if there was a motion to approve the Agenda as presented.

* Mr. Leo R. Marquez II, Vice President made a Motion to approve the Board Agenda with the condition the Roman Numeral Number VII and all of its listed items be tabled for a Special Board Meeting on November 15, 2017.

* Mr. Isaac Medina, Board Member made a Motion to approve the Board Agenda as amended.

*Dr. Juanita Cata, Board President stated that the motion was made by Mr. Leo R. Marquez II and Mr. Isaac Medina seconded the Motion to approve the Board Agenda as amended was passed unanimously; with the condition the Roman Numeral Number VII and all of its listed items be tabled for a Special Board Meeting on November 15, 2017.

Dr. Cata stated that the Amended Approved Agenda read as follows:

The Regular Board Meeting for Cariños de los Niño's for the Month of September 27, 2017 has been rescheduled to take place on Wednesday, November 8, 2017. Notices have been timely posted on the Cariños information bulletin board, on the Cariños Website and Meeting date will be announced on KDCE Radio. Location: the Rio Arriba County Training Room –1122 Industrial Park Road - Espanola, New Mexico. Notation: However, The Cariños' appointed Finance and Audit Committee composed of Dr. Juanita Cata, Board President and Mr. Vernon Jaramillo , Chancellor and Principal ; Mr. Leo R. Marquez II, Vice President, Ms. Glenda Sanchez, Board Secretary Ms. Corrine Teller , Business Manager, Ms. Jennifer Lucero, Office Manager and will meet at 4:00 p.m. to 4:30 p.m. at the same location on Wednesday, November 8, 2017., 2017 for the purpose of discussing and reviewing Revenue Reports, Expenditure Reports and Financial Reports for the Month of September of 2017 pursuant to N.M. - HEC/HB227 & 251 ; providing information on enrollment at the 40th Reporting Day; and an over view of the Budget for 2017-2018; and to provide explanation of the Budget Adjustments Requests (BARS), if any.

I. OPENING BUSINESS AT 4:30 P.M. ON WEDNESDAY, NOVEMBER 8, 2017:

- | | |
|---------------------------|---------------------------------------|
| A. Call to Order | Dr. Juanita Cata, President |
| B. Pledge of Allegiance | Dr. Juanita Cata, President and Board |
| C. Roll Call | Ms. Glenda Sanchez, Secretary |
| D. Approval of Agenda | Dr. Juanita Cata, President and Board |
| E. Introduction of Guests | Dr. Juanita Cata, President |

II. FINANCIAL REPORT(S) FOR 2017-2018 SCHOOL YEAR: (For Information Purpose/None Audited Reports)

A. Report from Cariños Finance Committee and Ms. Corrine Teller, Business Manager regarding the review and acceptance of the following Financial Reports for the month of September 2017 and a general overview of Cariños Budget for 2017-2018 School Year, in compliance with NM HEC/HB227 & 251 - and explanation of BARS, if any.

III. PUBLIC PARTICIPATION: Pursuant to Cariños Governance Policy all participants must submit a prior request to the CEO/Chancellor through proper forms for public participation. Each participant will introduce self and will be allowed five (5) minute's maximum per spokesperson.

This is unless, CEO has approved a designated time for faculty members, PAC, or collaborative partners to make presentations to the Board.

1. Presentation by Mr. Roger Gonzales, President with Siete del Norte (Volunteer Consultant for Student Nutrition Program, Transportation Program and Grant Writing).

2. Presentation by Ms. Bernice Life, Administrative Assistant – Ref: Status of Cariños Charter School and Reports: Need for Teachers, Curriculum, Textbooks, Materials, Supplies for Classrooms, Assessments, Professional Development, School Improvement Plan and Fund Raising.

IV. BOARD ACTION ITEMS:

1. Approval of Resignation of Board member, Ms. Louise Sanchez effective October 16, 2017.

2. Approval of Appointment of One (1) Board Member for the Cariños Charter School - Effective November 8, 2017 for a 4 Year Period - Until November 8, 2021. (To replace Ms. Louise Sanchez)

3. Approval to authorize the Administration of the Oath of Office/Affidavit for the newly appointed Cariños Board Members by a Notary Public.

4. Approval of Charter School Change of Governance Body Membership Form(s).

5. Approval of Statement of Governing Body to Consult with NMPED In Compliance with 6.80.4.16 NMAC.

V. EXECUTIVE SESSION: PURSUANT TO 10-15-1. REF: H-2 and H7 -OPEN MEETING ACT - NMSA 1978 AS AMENDED FOR PERSONNEL ACTION TO DISCUSS:

1. H-2 - Limited to Personnel Matters

2. H-7 - Legal Matters -Attorney-Client Privilege

VI. BOARD ACTION CONSENT AGENDA ITEMS:

1. Approval of Board Minutes for Regular Board Meeting of October 4, 2017 - By Dr. Juanita Cata, Board President.

2. Approval of Mr. Roger Gonzales as a Volunteer Consultant with Siete De Norte) to assist and train Cariños Charter School with its Student Nutrition Program and Transportation Program.

3. Ratification /Approval to Contract with Ms. Estavan Sena, Consultant for IT Tech Support & Other Support Services at \$22.50 per hour.

4. Approval of Contract with Ms. Krisha Artieda to maintain Cariños Website and provide other support services at \$12.00 per hour.

5. Approval of purchase of Literacy Program from Santillana Company for Dual Language Program for K thru 6 for the amount of \$5,641.19 -(Funding Sources : \$3,340.00 GO Bond Library Funds and \$2,301.19 from Operational Funds .

VII. OTHER BOARD ACTION AGENDA ITEMS: [Notation: Through Board Action Roman Numeral Number VII and all of its listed items be tabled for a Special Board Meeting on November 15, 2017].

1. Approval of Budget Reduction Plan for 2017-2018 School Year, due to limited funds caused by projection of students not materializing.

2. Approval of Cariños Charter School Re-organization for 2017-2018 School Year, due to limited funds caused by projection of student's not materializing, if needed.

3. Approval for Chancellor to implement RIF Policy for 2017-2018 School Year, if needed.

4. Approval to contract for an Appraisal of the Cariños School Buildings and Property.

VIII. BOARD CONCERNS, IF ANY:

1. Need for continued Governance Board Training to meet State Mandate.

IX. ROUTINE MATTERS/INFORMATIVE REPORTS/ ENROLLMENT -BY MR. VERNON JARAMILLO, CHANCELLOR:

1. Informative Reports by Mr. Vernon Jaramillo, Chancellor –

A. Coalition of Charter School Annual Conference – December 8th and 9th 2017- New Mexico Coalition for Charter Schools Annual Conference @ APS Rankin Professional Training Facility

B. Charter School Training through NMPED – Free Training –Check NMPED Charter School Website.

2. Enrollment at 40th Reporting Day = 98 students for grades Kgn thru 8th

3. Staffing patterns are based on combined classes, due to limited enrollment.

4. Personnel Action:

A. Resignations and B. New Hires

X. ANNOUNCEMENT(S):

1. November 29, 2017 (Wednesday) - Cariños Regular Board Meeting TBA –Time: 4:30 p.m.

XI. ADJOURNMENT:

Dr. Juanita Cata, Board President asked Mr. Vernon Jaramillo, Chancellor to introduce the guests:

Mr. Vernon Jaramillo, Chancellor introduced the following guest: Ms. Jennifer Lucero, Cariños Office Manager, Ms. Bernice Life, and Administrative Assistant. Ms. Corrine Teller, Business Manager, Ms. Carla Ann Martinez, New Board Member Applicant and Mr. Barron Jones , Rio Grande Sun Reporter

Again, Dr. Juanita Cata stated that the Approved Amended Agenda, for the exception of Roman Numeral Number VII and all of its listed items be tabled for a Special Board Meeting on November 15, 2017, reads as follows for presentations, discussion and board action as needed:

II. FINANCIAL REPORT(S) FOR 2017-2018 SCHOOL YEAR: (For Information Purpose/None Audited Reports)

A. Report from Cariños Finance Committee and Ms. Corrine Teller, Business Manager regarding the review and acceptance of the following Financial Reports for the month of September 2017 and a general overview of Cariños Budget for 2017-2018 School Year, in compliance with NM HEC/HB227 & 251 - and explanation of BARS, if any.

* Ms. Corrine Teller, Business Manager presented Revenue Reports, Expenditure Reports and Financial Reports for the Month of September of 2017; and she stated that since the action item on Roman Numeral VII was tabled for a Special Board Meeting on November 15, 2017 - Ref: 1. Approval of Budget Reduction Plan for 2017-2018 School Year, due to limited funds caused by projection of students not materializing. Ms. Teller said there here will be no discussion of the Reduction Plan at this board meeting.

III. PUBLIC PARTICIPATION: Pursuant to Cariños Governance Policy all participants must submit a prior request to the CEO/Chancellor through proper forms for public participation. Each participant will introduce self and will be allowed five (5) minute's maximum per spokesperson. This is unless, CEO has approved a designated time for faculty members, PAC, or collaborative partners to make presentations to the Board.

1. Presentation by Mr. Roger Gonzales, President with Siete del Norte (Volunteer Consultant for Student Nutrition Program, Transportation Program and Grant Writing).

* Mr. Vernon Jaramillo inform the Board that Mr. Roger Gonzales was unable to attend today's meeting due to a pending commitment but that he will be attending the next Board Meeting .

2. Presentation by Ms. Bernice Life, Administrative Assistant – Ref: Status of Cariños Charter School and Reports: Need for Teachers, Curriculum, Textbooks, Materials, Supplies for Classrooms, Assessments, Professional Development, School Improvement Plan and Fund Raising.

*Ms. Bernice Life gave a brief presentation on the status of Cariños Charter School and the following topics: Need for Teachers, Curriculum, Textbooks, Materials, and Supplies for Classrooms, Assessments, Professional Development, School Improvement Plan and Fund Raising.

IV. BOARD ACTION ITEMS:

1. Approval of Resignation of Board member, Ms. Louise Sanchez effective October 16, 2017.

Vote Outcome for Board Action Item # 1:

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the following Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve Ms. Louise Sanchez Resignation - Effective October 16, 2017.

* Mr. Isaac Medina made a second motion to approve Ms. Louise Sanchez Resignation - Effective October 16, 2017.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez II – Yes

*Mr. Isaac Medina - Yes

*Ms. Glenda Sanchez – Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Ms. Louise Sanchez Resignation to take effect October 16, 2017 was passed unanimously.

2. Approval of Appointment of One (1) Board Member for the Cariños Charter School - Effective November 8, 2017 for a 4 Year Period - Until November 8, 2021. (To replace Ms. Louise Sanchez).

Vote Outcome for Board Action Item # 2:

* Dr. Juanita Cata, Board President asked Chancellor Jaramillo if any applicants applied for candidates to be considered members to the Cariños Governance Board in order to meet the required time line to fill the position.

*Mr. Vernon Jaramillo, Chancellor informed the Governance Board that one candidate had applied via Letter of Interest. Mr. Jaramillo said that her name is Ms. Carla Ann Martinez and that she meets the criteria for Board consideration.

*Dr. Juanita Cata stated that she read Ms. Carla Ann Martinez Resume and was very impressed with her knowledge and background. Dr. Cata stated that she recommend Ms. Carla Ann Martinez for consideration.

*Mr. Leo R. Marquez II stated that he was aware of Carla Ann Martinez's character and excellent credentials and made a motion that Ms. Carla Ann Martinez be approved and appointed as a Board Member for the Cariños Charter School - Effective November 8, 2017 for a 4 Year Period - Until November 8, 2021.

* Mr. Isaac Medina seconded the motion that Ms. Carla Ann Martinez be approved and appointed as a Board Member for the Cariños Charter School - Effective November 9, 2017 for a 4 Year Period - Until November 9, 2021.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez II – Yes

*Mr. Isaac Medina - Yes

*Ms. Glenda Sanchez – Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve Ms. Carla Ann Martinez be approved and appointed as Board Member for the Cariños Charter School - Effective November 8, 2017 for a 4 Year Period - Until November 8, 2021 was passed unanimously.

*The entire Board congratulated Ms. Carla Ann Martinez and welcomed her to serve on the Board.

* Ms. Carla Ann Martinez thank the Board for their confidence in her, their support and appointment.

3. Approval to authorize the Administration of the Oath of Office/Affidavit for the newly appointed Cariños Board Members by a Notary Public.

Vote Outcome for Board Action Item # 3:

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the following Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion for approval to authorize the Administration of the Oath of Office/Affidavit for the newly appointed Cariños Board Members by a Notary Public.

* Mr. Isaac Medina made a second motion for approval to authorize the Administration of the Oath of Office/Affidavit for the newly appointed Cariños Board Members by a Notary Public.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez II – Yes

*Mr. Isaac Medina - Yes

*Ms. Glenda Sanchez – Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion for approval to authorize the Administration of the Oath of Office/Affidavit for the newly appointed Cariños Board Members by a Notary Public was passed unanimously.

*Dr. Juanita Cata stated that a Notary from Rio Arriba County Office, namely Mr. Joe E. Lopez was readily available and to give the NMPED /NMPEC Oath of Office and the Cariños Oath of Office to Ms. Carla Ann Martinez.

* Note: Mr. Joe E. Lopez, Notary Public immediately administered the Oath of Office to Ms. Carla Martinez, New Board Member.

4. Approval of Charter School Change of Governance Body Membership Form(s).

Vote Outcome for Board Action Item # 4:

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the following Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve the Charter School Change of Governance Body Membership Form(s) applicable to Ms. Louise Sanchez who resigned and the New Board Member Ms. Carla Ann Martinez.

* Mr. Isaac Medina made a second motion to approve the Charter School Change of Governance Body Membership Form(s) applicable to Ms. Louise Sanchez who resigned, and the New appointed Board Member Ms. Carla Ann Martinez.

* Dr. Juanita Cata, Board President stated for the record that the motion to approve the Charter School Change of Governance Body Membership Form(s) applicable to Ms. Louise Sanchez who resigned, and the New Board Member Ms. Carla Ann Martinez was passed unanimously.

5. Approval of Statement of Governing Body to Consult with NMPED In Compliance with 6.80.4.16 NMAC.

Vote Outcome for Board Action Item # 5:

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the following Board Agenda Action Item.

*Mr. Leo R. Marquez II made a motion to approve the Statement of Governing Body to Consult with NMPED in Compliance with 6.80.4.16 NMAC.

* Mr. Isaac Medina made a second motion to approve the Statement of Governing Body to Consult with NMPED in Compliance with 6.80.4.16 NMAC.

* Dr. Juanita Cata, Board President stated for the record that the motion to approve the Cariños Charter School Statement of Governing Body to Consult with NMPED in Compliance with 6.80.4.16 NMAC was passed unanimously. Dr. Cata said that the referenced Form was signed by all members.

V. EXECUTIVE SESSION: PURSUANT TO 10-15-1. REF: H-2 and H7 -OPEN MEETING ACT - NMSA 1978 AS AMENDED FOR PERSONNEL ACTION TO DISCUSS:

1. H-2 - Limited to Personnel Matters
2. H-7 - Legal Matters -Attorney-Client Privilege

Outcome of Executive Session:

*Dr. Juanita Cata, President asked Chancellor Jaramillo if there was a need for executive session to discuss Limited Personnel Matters and Legal Matters.

*Chancellor Vernon Jaramillo responded that there was no need to go into executive session to discuss Limited to Personnel Matters and Legal Matters.

**Dr. Juanita Cata, President stated that there was no need to go into executive session to discuss either Limited Personnel Matters or Legal Matters.

VI. BOARD ACTION CONSENT AGENDA ITEMS:

1. Approval of Board Minutes for Regular Board Meeting of October 4, 2017 - By Dr. Juanita Cata, Board President.
2. Approval of Mr. Roger Gonzales as a Volunteer Consultant with Siete De Norte) to assist and train Cariños Charter School with its Student Nutrition Program and Transportation Program.
3. Ratification /Approval to Contract with Ms. Estavan Sena, Consultant for IT Tech Support & Other Support Services at \$22.50 per hour.
4. Approval of Contract with Ms. Krisha Artieda to maintain Cariños Website and provide other support services at \$12.00 per hour.
5. Approval of purchase of Literacy Program from Santillana Company for Dual Language Program for K thru 6 for the amount of \$5,641.19 -(Funding Sources : \$3,340.00 GO Bond Library Funds and \$2,301.19 from Operational Funds .

Vote Outcome for Board Action Item under consent agenda for items # 1, 2, 3, 4, 5

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the following Board Agenda Action Items.

*Mr. Leo R. Marquez II stated that the Board had ample time to review the items and in the best interest of time he made a motion to approve items 1, 2, 3, 4, and 5 under a form of Consent Agenda.

*Mr. Isaac Medina seconded the motion to approve items 1, 2, 3, 4 and 5 under a form of Consent Agenda.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes

*Ms. Glenda Sanchez – Yes

* Isaac Medina- Yes

* Ms. Carla Ann Martinez - Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve items 1, 2, 3, 4, and 5 under a form of Consent Agenda was passed unanimously.

VII. OTHER BOARD ACTION AGENDA ITEMS:

[Notation: Through Board Action Roman Numeral Number VII and all of its listed items be tabled for a Special Board Meeting on November 15, 2017].

1. Approval of Budget Reduction Plan for 2017-2018 School Year, due to limited funds caused by projection of students not materializing.
2. Approval of Cariños Charter School Re-organization for 2017-2018 School Year, due to limited funds caused by projection of student's not materializing, if needed.
3. Approval for Chancellor to implement RIF Policy for 2017-2018 School Year, if needed.
4. Approval to contract for an Appraisal of the Cariños School Buildings and Property.

VIII. BOARD CONCERNS, IF ANY:

*Dr. Juanita Cata, Board President and the Board encouraged Board Training and expressed concern over the following other items.

1. Need for continued Governance Board Training to meet State Mandate.
2. Limited finances, due to enrollment not materializing and deficit.

Regular Governance Board Meeting

Wednesday, October 4, 2017 at 4:30 p.m.

Cariños de los Niño's Charter School

Cariños Charter Conference Room – 714 Calle Don Diego

Espanola, New Mexico - 87532.

DRAFT MINUTES

CALL TO ORDER:

Dr. Cata stated that the Regular Board Meeting for Cariños de los Niño's for the Month of September 27, 2017 is postponed for October 4, 2017 as posted on the Cariños information bulletin board, announced on the Cariños Website and the KDCE Radio. Location: Cariños Charter Conference Room – 714 Calle Don Diego - Espanola, New Mexico - 87532.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Board.

ROLL CALL:

Dr. Juanita Cata, President did the roll call:

Mr. Leo R. Marquez II, Board Member –Yes

Ms. Glenda Sanchez, Secretary – Yes

Dr. Juanita Cata, Board President –Yes

Dr. Juanita Cata, President stated that three Board members were present and that the two new Board members will be appointed this evening to fill in the two board vacant positions within the given 45 day time line given by NMPED/NMPEC after the resignations for the two former board members ; and that the Cariños Governance Board has a quorum to conduct business today, Wednesday , October 4, 2017 at 4:30 p.m. at its Regular Board Meeting.

Dr. Cata reviewed the Agenda. Dr. Cata stated that the Board had ample time to review the agenda and asked if there was a motion to approve the Agenda as presented.

* Ms. Glenda Sanchez, Board Secretary made a Motion to approve the Board Agenda as presented.

* Mr. Leo R. Marquez, II Vice President seconded the Motion to approve the Board Agenda as presented.

*Dr. Juanita Cata, Board President stated that the motion was made by Ms. Glenda Sanchez and Mr. Leo R. Marquez II seconded by seconded the Motion to approve the Board Agenda as presented was passed unanimously.

Dr. Cata stated that the Amended Approved Agenda read as follows:

The Regular Board Meeting for Cariños de los Niño's for the Month of September 27, 2017 has been rescheduled to take place on Wednesday, October 4, 2017. Notices have been timely posted on the Cariños information bulletin board, on the Cariños Website and Meeting date will be announced on KDCE Radio. Location: At the Cariños Charter School –Board Conference Room – 714 Calle Don Diego - Espanola, New Mexico - 87532. Notation: However, The Cariños' appointed Finance and Audit Committee composed of Dr. Juanita Cata, Board President and Mr. Vernon Jaramillo , Chancellor and Principal ; Mr. Leo R. Marquez II, Vice President, Ms. Glenda Sanchez, Board Secretary Ms. Corrine Teller , Business Manager, Ms. Jennifer Lucero, Office Manager and will meet at 4:00 p.m. to 4:30 p.m. at the same location on Wednesday, October 4 , 2017 for the purpose of discussing: The status of the Audit Entrance for 2016-2017 SY, Review Revenue Reports, Expenditure Reports and Financial Reports for the Month of August of 2017 pursuant to N.M. - HEC/HB227 & 251; providing information and an over view of the Budget for 2017-2018; and to provide explanation of the Budget Adjustments Requests (BARS), if any.

I. OPENING BUSINESS AT 4:30 P.M. ON WEDNESDAY, October 4, 2017:

- | | |
|---------------------------|---------------------------------------|
| A. Call to Order | Dr. Juanita Cata, President |
| B. Pledge of Allegiance | Dr. Juanita Cata, President and Board |
| C. Roll Call | Ms. Glenda Sanchez, Secretary |
| D. Approval of Agenda | Dr. Juanita Cata, President and Board |
| E. Introduction of Guests | Dr. Juanita Cata, President |

II. EXECUTIVE SESSION: PURSUANT TO 10-15-1. REF: H-2 -OPEN MEETING ACT - NMSA 1978 AS AMENDED FOR PERSONNEL ACTION TO DISCUSS:

1. H-2 - Limited to Personnel Matters
2. H-7 - Legal Matters – HRB Claim and EEOC Claim

III. FINANCIAL REPORT(S) FOR 2017-2018 SCHOOL YEAR: (For Information Purpose/None Audited Reports)

- A. Report from Cariños Finance Committee and Ms. Corrine Teller, Business Manager regarding the review and acceptance of the following Financial Reports for the month of August 2017 and a general overview of Cariños Budget for 2017-2018 School Year, in compliance with NM HEC/HB227 & 251 - and explanation of BARS, if any.

IV. PUBLIC PARTICIPATION: Pursuant to Cariños Governance Policy all participants must submit a prior request to the CEO/Chancellor through proper forms for public participation. Each participant will introduce self and will be allowed five (5) minute's maximum per spokesperson. This is unless, CEO has approved a designated time for faculty members, PAC, or collaborative partners to make presentations to the Board.

1. Presentation by Ms. Bernice Life, Administrative Assistant and Acting Chancellor and Principal in the absence of Vernon Jaramillo –Ref: Cariños Charter School Continued School Improvement Plan for 2017-2018 School Year.
2. Presentation by Ms. Bernice Life, Administrative Assistant and Acting Chancellor and Principal in the absence of Vernon Jaramillo - Ref: Current Enrollment by Grade-K-8 for 2017-2018.

V. BOARD AGENDA ACTION ITEMS:

1. Approval of Board Minutes for Regular Board Meeting of September 5, 2017 - By Dr. Juanita Cata, Board President.
2. Ratification / Approval of Two (2) BARS – BARS to be presented by Ms. Corrine Teller, Cariños Business Manager.
3. Approval of Cariños Charter School Continued School Improvement Plan for 2017-2018 School Year.
4. Ratification/Approval of Contract for Regina Martinez, Consultant -Not to exceed \$13,000.00 –Scope of Work: Enter data and prepare/submit reports for STARS, PAWS, Transportation and Food Services and etc.
5. Approval to Contract with ITSQUEST Employment Services through CES for Temporary Help such as IT Tech Support & other support services.
6. Approval of Cariños Charter School Organizations Chart for 2017-2018 School Year.
7. Approval to Contract with Ms. Bernadette Galvez for Test Coordinating Support & Other Support Services.
8. Approval to contract with Lorna M. Wiggins, Legal Firm for legal services regarding HRB Claim, EEOC Claim, inclusive of any other Claims or Complaints against the Chief Executive Officer /Counselor /Principal, his Acting Administrative Designee(s), as employees of Cariños Charter School.
9. Approval of Appointment of Two (2) Board Members for the Cariños Charter School - Effective October 4, 2017 for a 4 Year Period - Until October 4, 2021.
10. Approval to authorize the Administration of the Oath of Office for the two newly appointed Board Members by a Notary Public at the earliest.

VI. ROUTINE MATTERS/INFORMATIVE REPORTS/ ENROLLMENT -BY MR. VERNON JARAMILLO, CHANCELLOR AND PRINCIPAL:

1. Informative Reports by Mr. Vernon Jaramillo, Chancellor.
2. Personnel Action List provided by Ms. Bernice Life, appointed as Acting Chancellor and Principal from late August of 2017 and Sept of 2017, due to Mr. Vernon Jaramillo absence, due to health reasons, referencing:

A. Resignations

B. Termination of "At Will Contract"

C. New Hires

VII. ANNOUNCEMENT(S):

1. October 26, 2017 (Thursday) - Cariños Regular Board Meeting TBA –Time: 4:30 p.m.

VIII. ADJOURNMENT:

Dr. Juanita Cata, Board President asked Mr. Vernon Jaramillo, Chancellor to introduce the guests:

Mr. Vernon Jaramillo, Chancellor introduced the following guest: Ms. Jennifer Lucero, Cariños Office Manager.

Again, Dr. Juanita Cata stated that the Approved Agenda reads as follows for presentations, discussion and board action as needed:

II. EXECUTIVE SESSION: PURSUANT TO 10-15-1. REF: H-2 -OPEN MEETING ACT - NMSA 1978 AS AMENDED FOR PERSONNEL ACTION TO DISCUSS:

1. H-2 - Limited to Personnel Matters
2. H-7 - Legal Matters – Ref: HRB Claim and EEOC Claim

****Dr. Juanita Cata, President asked Chancellor Jaramillo if there was a need for executive session to discuss Limited Personnel Matters and Legal Matters.**

*Chancellor Vernon Jaramillo responded that there was a need to go into executive session to discuss Limited to Personnel Matters and Legal Matters – Ref: HRB Claim and EEOC Claim, as items are referenced on the Agenda, under Executive Session.

* Dr. Juanita Cata stated that the Board needed to go into executive session to discuss Limited to Personnel Matters and Legal Matters –HRB Claim and EEOC Claim, as referenced on the Agenda, under Executive Session.

* Ms. Glenda Sanchez made a motion to go into executive session to discuss Limited to Personnel Matters and Legal Matters – HRB Claim and EEOC Claim as referenced on the Agenda, under Executive Session.

* Mr. Leo R. Marquez II seconded the motion to go into executive session to discuss Limited to Personnel Matters and Legal Matters – HRB Claim and EEOC Claim as referenced on the Agenda, under Executive Session.

*Roll call vote was called by Dr. Juanita Cata, President to go into executive session by Dr. Juanita Cata at 4:35 p.m. to discuss Limited to Personnel Matters and Legal Matters – HRB Claim and EEOC Claim as referenced on the Agenda, under Executive Session.

*Mr. Leo R. Marquez II, Vice President – Yes

*Ms. Glenda Sanchez, Board Secretary – Yes

*Dr. Juanita Cata, Board President –Yes

* The Board went into executive session at 4:40 p.m.

*The Board came out of executive session at 4:50 p.m.

*Dr. Juanita Cata, President made a motion to come out of executive session by roll call.

* Mr. Leo R. Marquez II, Vice President seconded the motion to come out of executive session by roll call.

*Roll call vote was called to come out of executive session by Dr. Juanita Cata at 4:51 p.m.

Mr. Leo R. Marquez, II, Vice President – Yes

Ms. Glenda Sanchez, Board Secretary – Yes

Dr. Juanita Cata, Board President –Yes

*Dr. Juanita Cata, Board President stated for the record that the board met in Executive Session and that discussion was limited to Personnel Matters, and Legal Matters – Ref: HRB Claim and EEOC Claim as referenced on the Agenda, under Executive Session and that no action was taken.

III. FINANCIAL REPORT(S) FOR 2017-2018 SCHOOL YEAR: (For Information Purpose/None Audited Reports)

A. Report from Cariños Finance Committee and Ms. Corrine Teller, Business Manager regarding the review and acceptance of the following Financial Reports for the month of August 2017 and a general overview of Cariños Budget for 2017-2018 School Year, in compliance with NM HEC/HB227 & 251 - and explanation of BARS, if any.

* No Reports – Ms. Corrine Teller, Business Manager was excused for this Board Meeting.

IV. PUBLIC PARTICIPATION: Pursuant to Cariños Governance Policy all participants must submit a prior request to the CEO/Chancellor through proper forms for public participation. Each participant will introduce self and will be allowed five (5) minutes maximum per spokesperson. This is unless, CEO has approved a designated time for faculty members, PAC, or collaborative partners to make presentations to the Board.

1. Presentation by Ms. Bernice Life, Administrative Assistant and Acting Chancellor and Principal in the absence of Vernon Jaramillo –Ref: Cariños Charter School Continued School Improvement Plan for 2017-2018 School Year.

* Ms. Bernice Life was unable to make a presentation due to a pre scheduled eye surgery. However, Mr. Vernon Jaramillo , Chancellor provided a brief presentation of the Cariños Charter School Continued School Improvement Plan for 2017-2018 School Year as the document was developed by Ms. Bernice Life.

2. Presentation by Ms. Bernice Life, Administrative Assistant and Acting Chancellor and Principal in the absence of Vernon Jaramillo - Ref: Current Enrollment by Grade-K-8 for 2017-2018.

* Ms. Bernice Life was unable to make a presentation due to a pre schedule eye surgery. However, Mr. Vernon Jaramillo , Chancellor provided a brief presentation based on information provided to him by Ms. Bernice Life that the enrollment as of October 3, 2017 is 100 for grades Kgn thru 8. Ms. Bernice Life was concerned that approximately 20 plus students withdrew in the month of August 2017 and of the many challenges that she was encountering.

* Mr. Leo R. Marquez II, Board Vice President said that he too was very concerned over the loss of students and wanted to know why the parents withdrew their children from Cariños. Mr. Leo Marquez stated that the project goal was at 130 students since we had a deficit. Mr. Leo Marquez II, said this is certainly going to affect our budget and force this Board to make decisions and possible reductions. Mr. Leo R. Marquez II said, I wish Ms. Bernice Life was here today to answers my questions as to why these many students dis-enrolled in a month.

* Ms. Glenda Sanchez, Board Secretary said that it was sad to find out that 20 students withdrew within a month.

* Dr. Juanita Cata, President also expressed her concern and sadness to find out that 20 students withdrew after all the hard work of recruiting students.

V. BOARD AGENDA ACTION ITEMS:

Vote Outcome for Board Action Items # 1 through # 8:

* Dr. Juanita Cata, Board President informed the Board Members that the floor was open for motions from the Board on the following Board Agenda Action Items.

*Mr. Leo R. Marquez II stated that the Board had ample time to review the items and in the best interest of time he made a motion to approve items 1, 2, 3, 4, 5, 6, 7, and 8 under a form of Consent Agenda and that item 9 and 10 be addressed on a separate Board action item vote.

*Ms. Glenda Sanchez seconded the motion to approve items 1, 2, 3, 4, 5, 6, 7, and 8 under a form of Consent Agenda and that item 9 and 10 be addressed on a separate Board action item vote.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez – Yes

*Ms. Glenda Sanchez – Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve items 1, 2, 3, 4, 5, 6, 7, and 8 under a form of Consent Agenda was passed unanimously; and that items 9 and 10 be addressed on a separate Board Action Item Vote was also passed unanimously.

1. Approval of Board Minutes for Regular Board Meeting of September 5, 2017 - By Dr. Juanita Cata, Board President.

2. Ratification /Approval of Two (2) BARS – BARS to be presented by Ms. Corrine Teller, Cariños Business Manager.

3. Approval of Cariños Charter School Continued School Improvement Plan for 2017-2018 School Year.

4. Ratification/Approval of Contract for Regina Martinez, Consultant -Not to exceed \$13,000.00 –Scope of Work: Enter data and prepare/submit reports for STARS, PAWS, Transportation and Food Services and etc.

5. Approval to Contract with ITSQUEST Employment Services through CES for Temporary Help such as IT Tech Support & other support services.

6. Approval of Cariños Charter School Organizations Chart for 2017-2018 School Year.

7. Approval to Contract with Ms. Bernadette Galvez for Test Coordinating Support & Other Support Services.

8. Approval to contract with Lorna M. Wiggins, Legal Firm for legal services regarding HRB Claim, EEOC Claim, inclusive of any other Claims or Complaints against the Chief Executive Officer /Counselor /Principal, his Acting Administrative Designee(s), as employees of Cariños Charter School.

9. Approval of Appointment of Two (2) Board Members for the Cariños Charter School - Effective October 4, 2017 for a 4 Year Period - Until October 4, 2021. Item # 10 is missing

Vote Outcome for Board Action Item # 9:

* Dr. Juanita Cata, Board President asked Chancellor Jaramillo if any applicants applied for candidates to be considered members to the Cariños Governance Board in order to meet the required time line to fill the position.

*Mr. Vernon Jaramillo, Chancellor informed the Governance Board that two candidates had applied via Letters of Interest. Mr. Jaramillo said that their names are Ms. Louise Sanchez and Mr. Isaac Medina and they meet the criteria for Board consideration.

*Mr. Leo R. Marquez II stated that he knew of the qualifications and characters for both candidates and he made a motion that both Ms. Louise Sanchez and Mr. Isaac Medina be approved and appointed as Board Members for the Cariños Charter School - Effective October 4, 2017 for a 4 Year Period - Until October 4, 2021.

* Ms. Glenda Sanchez made an motion that both Ms. Louise Sanchez and Mr. Isaac Medina be approved and appointed as Board Members for the Cariños Charter School - Effective October 4, 2017 for a 4 Year Period - Until October 4, 2021.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez II – Yes

*Ms. Glenda Sanchez – Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion to approve both Ms. Louise Sanchez and Mr. Isaac Medina be approved and appointed as Board Members for the Cariños Charter School - Effective October 4, 2017 for a 4 Year Period - Until October 4, 2021 was passed unanimously.

10. Approval to authorize the Administration of the Oath of Office for the two newly appointed Board Members by a Notary Public at the earliest.

Vote Outcome for Board Action Item # 10:

*Mr. Leo R. Marquez II made a motion for both Ms. Louise Sanchez and Mr. Isaac Medina be approved and authorized to take the Administration of the Oath of Office as the newly appointed Board Members by a Notary Public at the earliest.

* Ms. Glenda Sanchez made a motion for both Ms. Louise Sanchez and Mr. Isaac Medina be approved and authorized to take the Administration of the Oath of Office as the newly appointed Board Members by a Notary Public at the earliest.

*Dr. Juanita Cata called for a Voice Vote:

*Mr. Leo R. Marquez II – Yes

*Ms. Glenda Sanchez – Yes

* Dr. Juanita Cata- Yes

* Dr. Juanita Cata, Board President stated for the record that the motion for both Ms. Louise Sanchez and Mr. Isaac Medina be approved and authorized to take the Administration of the Oath of Office as the newly appointed Board Members by a Notary Public at the earliest was passed unanimously.

VI. ROUTINE MATTERS/INFORMATIVE REPORTS/ ENROLLMENT -BY MR. VERNON JARAMILLO, CHANCELLOR AND PRINCIPAL:

1. Informative Reports by Mr. Vernon Jaramillo, Chancellor:

A. Mr. Vernon Jaramillo, Chancellor inform the Board that he had been released by his doctor to return to work on October 4, 2017. Mr. Jaramillo thanked the Cariños Governance Board for their understanding and support during his sick leave /medical leave absence. Mr. Jaramillo also thanked his entire staff, teachers, sub teachers, our head cook, custodian and bus drivers, Ms. Jenny Lucero, Office Manager, Ms. Corrine Teller, Business Manager and Ms. Bernice Life for working together in his absence. Again, Mr. Jaramillo reiterated that he wanted to thank all the employees for operating the school for the month of September under Ms. Bernice Life's Leadership as she was appointed as the Acting Chancellor and Principal. Mr. Jaramillo also thanked the parents for their support of the Cariños Charter School and its Dual Language Program.

B. Mr. Vernon Jaramillo, Chancellor informed the Board that he was concerned that there was a shortage of teachers in the Espanola Valley and New Mexico. Mr. Jaramillo stated that he understood that the Espanola School District is recruiting our teachers and offering stipends.

Mr. Jaramillo informed the Board that he was communicating with Ms. Maria Gemma Hilotin-Teach-USA – located in Rio Rancho, NM – Regarding the possibility of Hiring Filipino Teachers but Cariños would have to invest in paying for the VISAS (within a range of \$3,000.00 to \$5,000.00 per teacher).

Mr. Vernon Jaramillo stated that at present our challenge is to find funds to help our current teachers with the \$3000.00 Bilingual and the \$2,000.00 TESOL Stipends.

2. Personnel Action List provided by Ms. Bernice Life, appointed as Acting Chancellor and Principal from late August of 2017 and Sept of 2017, due to Mr. Vernon Jaramillo absence, due to health reasons, referencing:

A. Resignations:

1. Melisa Martinez – At Will Employee – Cook Aide

2. **Rosella Valdez**, Teacher for 7th and 8th Grade (English Component) - Resigned without giving a 30 day notice. A complaint was filed with NMPED by Bernice Life, Acting Chancellor and Principal for not giving Cariños a 30 day notice.

3. **Cindy Maestas**, Teacher for Grades: 1 and 2nd in the Morning; and Grades 3 and 4 in the Afternoon (English Component).

B. Termination of “At Will Contract”:

1. **Deana Gallegos – At Will Employee** – Cafeteria /Transportation / Admin Assistant (STARS, PAWS, Medicaid and other duties that Ms. Deana Gallegos had agreed to via contract. Ms. Gallegos’ “At Will Contract” was terminated on September 18, 2017 by Ms. Bernice Life, appointed as Acting Chancellor and Principal. However, Ms. Deana Gallegos received 15 days of pay after September 18, 2017 as required by At Will Contract.

C. New Hires:

1. Nora Martinez, Teacher for Grades 5th and 6th (Bilingual Setting –English and Spanish) effective October 2, 2017.

2, Claudine Martinez – Cook Aide – At Will Employee

VII. ANNOUNCEMENT(S):

1. October 26, 2017 (Thursday) - Cariños Regular Board Meeting TBA –Time: 4:30 p.m.

VIII. ADJOURNMENT:

*Dr. Juanita Cata called for a motion to adjourn the meeting.

* Mr. Leo R. Marquez II made a motion to adjourn the meeting.

*Ms. Glenda Sanchez seconded the motion.

* Dr. Juanita Cata stated that the motion was carried unanimously to adjourn the Cariños Regular Board Meeting at 5:15 p.m.

CERTIFICATION:

Dr. Juanita Cata, Governance Board President Date

ATTEST:

Ms. Glenda Sanchez, Governance Board Secretary Date

Regular Governance Board Meeting

Tuesday, September 5, 2017 at 4:00 p.m.

Cariños de los Niño's Charter School

Rio Arriba County Training Room –1122 Industrial Park Road

Espanola, New Mexico - 87532.

CALL TO ORDER:

Dr. Cata stated that the Regular Board Meeting for Cariños de los Niño's for the Month of August 30, 2017 is postponed for September 5, 2017 as posted on the Cariños information bulletin board, announced on the Cariños Website and the KDCE Radio. Location: At the Rio Arriba County Training Room –1122 Industrial Park Road - Espanola, New Mexico - 87532.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Board.

ROLL CALL:

Dr. Juanita Cata, President did the roll call:

Mr. Leo R. Marquez II, Board Member –Yes

Ms. Glenda Sanchez, Secretary – Yes

Mr. Tomas Garcia, Vice President – Absent

Mr. Robert Candelaria, Member –Absent

Dr. Juanita Cata, Board President –Yes

Dr. Juanita Cata, President stated that three Board members were present and two members were absent and that the Cariños Governance Board had a quorum to conduct business today, Tuesday, September 5, 2017 at 4:10 p.m. at its Regular Board Meeting.

Dr. Cata reviewed the Agenda. Dr. Cata stated that the Board had ample time to review the agenda and asked if there was a motion to approve the Agenda as presented.

*Mr. Leo R. Marquez, II Vice President made a Motion to approve the Board Agenda as presented.

*Ms. Glenda Sanchez, Board Secretary seconded the Motion to approve the Board Agenda as presented.

*Dr. Juanita Cata, Board President stated that the motion was made by Mr. Leo R. Marquez II and seconded by Ms. Glenda Sanchez seconded the Motion to approve the Board Agenda as presented was passed unanimously.

Dr. Cata stated that the Amended Approved Agenda read as follows:

I. OPENING BUSINESS AT 4:00 P.M. ON TUESDAY, SEPTEMBER 5, 2017:

- | | |
|---------------------------|---------------------------------------|
| A. Call to Order | Dr. Juanita Cata, President |
| B. Pledge of Allegiance | Dr. Juanita Cata, President and Board |
| C. Roll Call | Ms. Glenda Sanchez, Secretary |
| D. Approval of Agenda | Dr. Juanita Cata, President and Board |
| E. Introduction of Guests | Dr. Juanita Cata, President |

II. FINANCIAL REPORT(S) FOR 2017-2018 SCHOOL YEAR: (For Information Purpose/None Audited Reports)

A.Report from Cariños Finance Committee regarding their review and acceptance of the following Financial Reports for the month of July 2017 and a general overview of Cariños Budget for 2017-2018 School Year, in compliance with NM HEC/HB227 & 251 - and explanation of BARs, if any.

III. PUBLIC PARTICIPATION: Pursuant to Cariños Governance Policy all participants must submit a prior request to the CEO/Chancellor through proper forms for public participation. Each participant will introduce self and will be allowed five (5) minute's maximum per spokesperson. This is unless, CEO has approved a designated time for faculty members, PAC, or collaborative partners to make presentations to the Board. -None

IV. BOARD ACTION AGENDA ITEMS:

1. Approval of Board Minutes for Special Board Meeting of June 29, 2017 - By Dr. Juanita Cata, Board President.
2. Approval of Board Minutes for Regular Board Meeting of July 26, 2017 - By Dr. Juanita Cata, Board President
3. Approval to and identify the Five positions on the Cariños Governing Board for the 2017 - 2018 School year as per approved Cariños Charter By Laws to comply with NMPED / NMPEC requirement through an annual public vote. The Five position are as follows: 1. Board President, 2. Board Vice President, 3. Board Secretary, 4 Board Member, and 5. Board Member.
4. Ratification/Approval of Deviation from Cariños Internal Payroll Policy on a one time basis, due to its urgency.

5. Approval of a BAR(s), if any.

V. EXECUTIVE SESSION: PURSUANT TO 10-15-1. REF: H-2 and H.7 -OPEN MEETING ACT - NMSA 1978 AS AMENDED FOR PERSONNEL ACTION TO DISCUSS:

1. H-2 - Limited to Personnel Matters.

2. H-4 – Student Matters.

3. H-7 - Legal Matters.

VI. OTHER BOARD ACTION AGENDA ITEMS:

2. Acceptance of Letter of Resignation from Mr. Tomas Garcia, Board Member for personal reasons, to take effect August 30, 2017.

3. Acceptance of Letter of Resignation from Mr. Robert Candelaria, Board Member for personal reasons, to take effect August 30, 2017.

4. Approval to investigate complaint(s) and allegation(s).

5. Approval to place Mr. Vernon Jaramillo, Chancellor on Paid Administrative Leave effective September 6, 2017.

VIII. ROUTINE MATTERS/INFORMATIVE REPORTS/ ENROLLMENT -BY MR. VERNON JARAMILLO, CHANCELLOR:

1. Informative Reports

2. Personnel Action Report

IX. ANNOUNCEMENT(S):

1. September 27, 2017 (Wednesday) - Cariños Regular Public Board Meeting @ Cariños Charter School –Time: 4:00 p.m.

X. ADJOURNMENT:

Dr. Juanita Cata, Board President asked Mr. Vernon Jaramillo, Chancellor to introduce the guests:

Mr. Vernon Jaramillo, Chancellor introduced the following guests: Mr. Henry Narvaez – Attorney , Mr. Ron Van Amberg – Attorney, Ms. Corrine Teller, Cariños Business Manager , Ms. Jennifer Lucero, Cariños Office Manager, Ms. Bernice Life, Administrative Assistant and Acting Chancellor and Principal in Mr. Vernon Jaramillo’s absence and Mr. Barron Jones, Rio Grande Newspaper Reporter.

Dr. Cata stated that the Approved Agenda read as follows:

The Regular Board Meeting for Cariños de los Niño's for the Month of August 30, 2017 is postponed for September 5, 2017 as posted on the Cariños information bulletin board, announced on the Cariños Website and the KDCE Radio. Location: At the Rio Arriba County Training Room –1122 Industrial Park Road - Espanola, New Mexico - 87532.

OPENING BUSINESS AT 4:00 P.M. ON TUESDAY, SEPTEMBER 5, 2017:

- | | |
|---------------------------|---------------------------------------|
| A. Call to Order | Dr. Juanita Cata, President |
| B. Pledge of Allegiance | Dr. Juanita Cata, President and Board |
| C. Roll Call | Ms. Glenda Sanchez, Secretary |
| D. Approval of Agenda | Dr. Juanita Cata, President |
| E. Introduction of Guests | Dr. Juanita Cata, President and Board |
| E. Introduction of Guests | Dr. Juanita Cata, President |

II. FINANCIAL REPORT(S) FOR 2017-2018 SCHOOL YEAR: (For Information Purpose/None Audited Reports):

* Dr. Juanita Cata, Board President reported for the record that the Finance Committee meet earlier today at 3:30 p.m. with the Auditor via phone call; and met with Ms. Corrine Teller, Cariños Business Manager for an update of the past Audit and current Finances and Expenditures.

A. Report from Cariños Finance Committee regarding their review and acceptance of the following Financial Reports for the month of July 2017 and a general overview of Cariños Budget for 2017-2018 School Year, in compliance with NM HEC/HB227 & 251 - and explanation of BARs, if any.

*Financial Reports by Ms. Corrine Teller, Business Manager:

* Ms. Corrine Teller presented and explained the Budget Information Format that she will now be presenting to the Board on a monthly basis for updates, during the 2017-2018 School Year.

*Ms. Corrine Teller also presented and explained the Financial Expenditure Report for the Month of July of 2017 School Year. She informed the Board that she might have a BAR to present for the next Board Meeting for Food Services.

* Ms. Corrine Teller stated that expenses are going as planned, per the Cash Flow budget prepared and approved by board at the beginning of the school year.

* Ms. Corrine Teller stated that the \$85k in past due invoices from FY17 have been paid.

* Ms. Corrine Teller stated that depending on number of students at 40th day, adjustments to salaries may need to be made.

* Ms. Corrine Teller stated that Food services program is not self-funding, as projected. To cover expenses not funded by food services program and to meet current budget/staffing needs, 140 students are needed on 40th day.

*Ms. Corrine Teller emphasized of the need to follow internal procedures, in order to avoid audit citations.

*Mr. Leo R. Marquez II, thanked Ms. Corrine Teller for her presentation and he expresses that he and Board were concerned over the budget for the 2017-2018 School Year, due to the deficit and especially if Cariños does not reach the 140 student projection.

*Mr. Leo R. Marquez II stated that he recalls that this budget for the 2017-2018 school year was approved with approximately 112 students by NMPED.

^Mr. Leo R. Marquez II stated that he was informed by Ms. Bernice Life that the current enrollment was at 120 students.

* Mr. Leo R. Marquez II stated that he recalls a discussion at one of the Board meetings with Mr. Roger Gonzales , Free Consultant for Food Services where he stated that Food Services could very well be self-sustaining if Cariños continued to contract with the two early childhood programs with 50 more student for breakfast and lunch.

*Mr. Leo R. Marquez II also stated that he was concerned over the temporary suspension of the Bilingual stipends, which he now realizes that the stipends served as a recruiting incentive for our teachers. Mr. Marquez stated that the Board needs to reinstate the stipends in order to hold on to the teachers.

^Mr. Leo R. Marquez II stated that the Board was aware that Cariños Charter School was faced with a shortage of teachers in the Espanola Valley and in New Mexico.

* Mr. Leo R. Marquez II stated that the Board was depending on the Fund Raising to support the budget. He said, however, the two Board Members spearheading the Fund Raising have resigned, because they are way too busy with their own careers, so this Board has to regroup and plan the Fund Raising initiative all over again.

*Mr. Leo R. Marquez II suggested that the Cariños Governance Board hold a Special Board in the Month of October to discuss the status of the budget and make the required changes as referenced on today's approved minutes without doing a dis-service to the employees, students, the educational program and services.

* Dr. Juanita Cata and Ms. Glenda Sanchez thanked Ms. Corrine Teller for her presentation and also they thanked Mr. Leo R. Marquez II for his comments and observations.

III. PUBLIC PARTICIPATION: Pursuant to Cariños Governance Policy all participants must submit a prior request to the CEO/Chancellor through proper forms for public participation. Each participant will introduce them self and will be allowed five (5) minutes maximum per

spokesperson. This is unless, CEO has approved a designated time for faculty members, PAC, or collaborative partners to make presentations to the Board. – None

IV. BOARD ACTION AGENDA ITEMS:

1. Approval of Board Minutes for Special Board Meeting of June 29, 2017 - By Dr. Juanita Cata, Board President.

*Mr. Leo R. Marquez II made a motion for approval of Board Minutes for Special Board Meeting of June 29, 2017.

* Ms. Glenda Sanchez seconded the motion for approval of Board Minutes for Special Board Meeting of June 29, 2017.

* Dr. Juanita Cata, Board President stated for the record that the motion for approval of Board Minutes for Special Board Meeting of June 29, 2017, was passed unanimously.

2. Approval of Board Minutes for Regular Board Meeting of July 26, 2017 - By Dr. Juanita Cata, Board President.

* Ms. Glenda Sanchez made a motion for approval of Board Minutes for Special Board Meeting of July 26, 2017.

* Mr. Leo R. Marquez II seconded the motion for approval of Board Minutes for Special Board Meeting of July 26, 2017.

* Dr. Juanita Cata, Board President stated for the record that the motion for approval of Board Minutes for Special Board Meeting of July 26, 2017, was passed unanimously.

3. Approval to and identify the Five Positions on the Cariños Governing Board for the 2017 - 2018 School Year as per approved Cariños Charter By Laws, in order to comply with NNMPED / NMPEC requirement through an annual public vote. The Cariños Board positions are Five and as follows: 1. Board President, 2. Board Vice President, 3. Board Secretary, 4 Board Member, and 5. Board Member.

* Mr. Leo R. Marquez II, Vice President made a motion to approve and identify the Five positions on the Cariños Governing Board for the 2017 -2018 School year as per approved Cariños Charter By Laws to comply with NMPED / NMPEC requirement through an annual public vote. The Cariños Board positions are Five and as follows: 1. Board President, 2. Board Vice President, 3. Board Secretary, 4 Board Member, and 5. Board Member.

* Ms. Glenda Sanchez, Board Secretary seconded the motion to approve and identify the Five positions on the Cariños Governing Board for the 2017 -2018 School year as per approved Cariños Charter By Laws to comply with NMPED / NMPEC requirement through an annual public vote. The Cariños Board positions are Five and as follows: 1. Board President, 2. Board Vice President, 3. Board Secretary, 4 Board Member, and 5. Board Member.

*Dr. Juanita Cata, Board President stated for the record that the motion to approve and identify the Five positions on the Cariños Governing Board for the 2017 -2018 School year as per Cariños Charter By Laws to comply with NMPED / NMPEC requirement through an annual public vote. The Cariños Board positions are Five and as follows: 1. Board President, 2. Board Vice President, 3. Board Secretary, 4 Board Member, and 5. Board Member was passed unanimously.

4. Ratification/Approval of Deviation from Cariños Internal Payroll Policy on a one time basis, due to its urgency.

*Mr. Leo R. Marquez II made a motion to Ratify /Approve of the Deviation from Cariños Internal Payroll Policy on a one time basis, due to its urgency.

* Ms. Glenda Sanchez seconded the motion to Ratify /Approve of the Deviation from Cariños Internal Payroll Policy on a one time basis, due to its urgency.

* Dr. Juanita Cata, Board President stated for the record that the motion for ratification / approval of Deviation from Cariños Internal Payroll Policy on a one time basis, due to its urgency, was passed unanimously.

5. Approval of a BAR(s), if any.

*No BARS to be presented or approved at this Board Meeting.

V. EXECUTIVE SESSION: PURSUANT TO 10-15-1. REF: H-2 and H.7 -OPEN MEETING ACT - NMSA 1978 AS AMENDED FOR PERSONNEL ACTION TO DISCUSS:

1. H-2 - Limited to Personnel Matters.

2. H-4 – Student Matters.

3 .H-7 - Legal Matters.

****Dr. Juanita Cata, President asked Chancellor Jaramillo if there was a need for executive session to discuss Personnel Matters, Student Matters and Legal Matters**

*Chancellor Vernon Jaramillo responded that there was a need to go into executive session to discuss Personnel Matters, Student Matters and Legal Matters as referenced on the Agenda, under Executive Session.

* Dr. Juanita Cata stated that the Board needed to go into executive session to discuss Personnel Matters, Student Matters and Legal Matters as referenced on the Agenda, under Executive Session.

*Mr. Leo R. Marquez II made a motion to go into executive session to discuss Personnel Matters, Student Matters and Legal Matters as referenced on the Agenda, under Executive Session.

* Ms. Glenda Sanchez seconded the motion to go into executive session to discuss Personnel Matters, Student Matters and Legal Matters as referenced on the Agenda, under Executive Session.

*Roll call vote was called by Dr. Juanita Cata, President to go into executive session by Dr. Juanita Cata at 4:30 p.m. to discuss Personnel Matters, Student Matters and Legal Matters as referenced on the Agenda, under Executive Session.

*Mr. Leo R. Marquez II, Vice President – Yes

*Ms. Glenda Sanchez, Board Secretary – Yes

*Dr. Juanita Cata, Board President –Yes

* The Board went into executive session at 4:30 p.m.

*The Board came out of executive session a 5:00 p.m.

*Dr. Juanita Cata, President made a motion to come out of executive session by roll call.

* Mr. Leo R. Marquez II, Vice President seconded the motion to come out of executive session by roll call.

*Roll call vote was called to come out of executive session by Dr. Juanita Cata at 5:00 p.m.

Mr. Leo R. Marquez, I, Vice President – Yes

Ms. Glenda Sanchez, Board Secretary – Yes

Dr. Juanita Cata, Board President –Yes

*Dr. Juanita Cata, Board President stated for the record that the board met in Executive Session and that discussion was limited to Personnel Matters, Student Matters and Legal Matters as referenced on the Agenda, under Executive Session and that no action was taken.

VI. OTHER BOARD ACTION AGENDA ITEMS:

1. Acceptance of Letter of Resignation from Mr. Tomas Garcia, Board Member for personal reasons, to take effect August 30, 2017.

* Ms. Glenda Sanchez, Board Secretary made a motion to accept the letter of Resignation from Tomas Garcia, Board Member to take effect August 30, 2017.

* Mr. Leo R. Marquez II, Vice President seconded the motion to accept the letter of Resignation from Tomas Garcia, Board Member to take effect August 30, 2017. Mr. Leo R. Marquez II stated that the Cariños Board has 45 days from the August 30, 2017 to fill in the vacancy. Mr. Leo R. Marquez II recommended to Mr. Vernon Jaramillo, Chancellor that a notice be placed on the Cariños Web Site for additional candidates to consider applying. Mr. Leo R. Marquez II stated

that the Board is expecting to have the two vacant board positions filled by the September 27, 2017 Regular Board Meeting.

*Dr. Juanita Cata, Board President stated for the record that the motion to accept the letter of Resignation from Tomas Garcia, Board Member to take effect August 30, 2017 was passed unanimously.

2. Acceptance of Letter of Resignation from Mr. Robert Candelaria, Board Member for personal reasons, to take effect August 30, 2017.

* Mr. Leo R. Marquez II, Vice President made a motion to accept the letter of Resignation from Robert Candelaria, Board Member to take effect August 30, 2017. Mr. Leo R. Marquez II stated that the Cariños Board has 45 days from the August 30, 2017 to fill in the vacancy. Again, Mr. Mr. Leo R. Marquez II stated that the Board is expecting to have the two vacant board positions filled by the September 27, 2017 Regular Board Meeting. Mr. Leo R. Marquez II, also recommended to Mr. Vernon Jaramillo, Chancellor that a notice be placed on the Cariños Web Site for additional candidates to consider applying.

* Ms. Glenda Sanchez, Board Secretary seconded the motion to accept the letter of Resignation from Robert Candelaria, Board Member to take effect August 30, 2017.

*Dr. Juanita Cata, Board President stated for the record that the motion to accept the letter of Resignation from Robert Candelaria, Board Member to take effect August 30, 2017 was passed unanimously.

3. Approval to investigate complaint(s) and allegation(s).

*Mr. Leo R. Marquez II, Board Vice President made a motion not to take action to investigate complaint(s) and allegation(s), since none of the complaint(s) and allegation(s) have come to the board; and such complaint(s) and allegation(s) are investigated by agencies, where complaints were filed.

*Ms. Glenda Sanchez, Board Secretary seconded the motion not to take action to investigate complaint(s) and allegation(s) since none since none of the complaint(s) and allegation(s) have come to the board; and such complaint(s) and allegation(s) are investigated by agencies, where complaints were filed.

*Dr. Juanita Cata, Board President stated for the record that the referenced motion not to approve to investigate complaint(s) and allegation(s), since none since none of the complaint(s) and allegation(s) have come to the board; and such complaint(s) and allegation(s) are investigated by agencies, where complaints were filed. Dr. Juanita Cata, Board President stated that the motion was passed unanimously for the stated reasons.

4. Approval to place Mr. Vernon Jaramillo, Chancellor on Paid Administrative Leave effective September 6, 2017.

*Ms. Glenda Sanchez, Board Secretary made a motion **not to take action** to approve to place Mr. Vernon Jaramillo, Chancellor on Paid Administrative Leave effective September 6, 2017, since there was **no reason to place him on Paid Administrative Leave.**

*Mr. Leo R. Marquez II , Board Vice President seconded the motion not to take action to approve to place Mr. Vernon Jaramillo, Chancellor on Paid Administrative Leave effective September 6, 2017, since there was no reason to place him on Paid Administrative Leave..

*Dr. Juanita Cata, Board President stated for the record that the referenced motion not to approve to place Mr. Vernon Jaramillo, Chancellor on Paid Administrative Leave effective September 6, 2017, since there was no reason ; and that such action was passed unanimously.

VIII. ROUTINE MATTERS/INFORMATIVE REPORTS/ ENROLLMENT -BY MR. VERNON JARAMILLO, CHANCELLOR:

1. Informative Reports:

Mr. Vernon Jaramillo, Chancellor informed the Board that he had eye surgery and that he was also dealing with some other health issues. Mr. Vernon Jaramillo informed the Board that **he will be out on sick leave.** Mr. Vernon Jaramillo said that he will using his accumulated sick leave days and some of his accumulated personal leave days as allowed and referenced on his negotiate contract and addendum for 2017-2018 School Year.

2. Mr. Vernon Jaramillo, Chancellor informed the Board that at the Next Board Meeting , Ms. Bernice Life will be presenting the Continued Program Improvement Plan for the 2017-2018 School Year , which document was required and initiated during the 2016-2017 School Year.

3. Personnel Action Report:

Mr. Vernon Jaramillo informed the Board of the **following teachers have resigned** during the month of August 2017:

1. Ms. Victoria Garcia
2. Mrs. Nora Martinez

Mr. Vernon Jaramillo **informed the Cariños Governance Board that Ms. Bernice Life is hereby appointed** to continue to serve as “Acting Chancellor and Principal with full authority”, in his absence(s), during the 2017-2018 school year, so that the school can continue to operate smoothly.

Mr. Vernon Jaramillo also informed the Cariños Governance Board that **in the absence of both Ms. Bernice Life and himself**, then **Mr. Anthony Jaramillo** is also hereby appointed to continue to serve as **“Acting Chancellor and Principal with full authority”**, in their absence(s), during the 2017-2018 school year, so that the school can continue to operate smoothly.

IX. ANNOUNCEMENT(S):

1. September 27, 2017 (Wednesday) - Cariños Regular Public Board Meeting @ Cariños Charter School –Time: 4:00 p.m.

X. ADJOURNMENT:

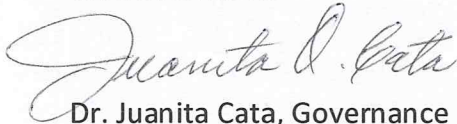
*Dr. Juanita Cata called for a motion to adjourn the meeting.

* Mr. Leo R. Marquez II made a motion to adjourn the meeting.

*Ms. Glenda Sanchez seconded the motion.

* Dr. Juanita Cata stated that the motion was carried unanimously to adjourn the Cariños Regular Board Meeting at 5:15 p.m.

CERTIFICATION:

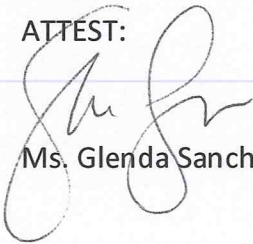


Dr. Juanita Cata, Governance Board President

10/4/17

Date

ATTEST:



Ms. Glenda Sanchez, Governance Board Secretary

10/4/17

Date

August 15, 2017

Dear Vernon & Dr. Cata,

I would like to express my appreciation for being a part of the Carinos Governance Board. I am submitting this correspondence to you as my resignation from Carinos Charter School. My career has increasingly become more demanding and requires my 100% attention. My last day of service to the board will be August 30th 2017. Please accept this as my official charter school resignation letter and formal two weeks' notice of intent to resign.

I do apologize for any inconvenience this may cause the board members of CCS. I am more than willing to assist in wrapping up my duties and helping my replacement get up to speed on the position if needed. Should you need anything further from me as I am always willing to do my best to provide services for any event or fundraising opportunities you may have in the future. Feel free to contact me via phone or email at 505-901-8053 or r.candelaria@ohkaycasino.net.

I have enjoyed my time serving on the board and am grateful for the experience. I will miss the interactions with my fellow board members and the community. Thank you for your understanding.

Sincerely

Robert Candelaria

To:
Carinos Charter School
116 Espinosa Ave
Espanola, NM
87532

August 4, 2017

Dear president Dr. Cata and CEO Vernon Jaramillo,

I wish to at this moment to tender my resignation from the position of Carinos Charter School Governance board. I have to move on because of personal reasons.

I would like to place on record my appreciation and gratitude for the school and my colleagues here. I would like to thank you for providing me the opportunity to learn a great deal and grow professionally in the two years that I have been part of this wonderful school.

Respectfully,

Thomas J. Garcia