



DZIL DITL'OOÍ SCHOOL OF EMPOWERMENT, ACTION AND PERSEVERANCE (DEAP)

Empowering students and communities through education, culture, wellness and service

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Dzil Ditl'ooi School of Empowerment, Action and Perseverance

Governing Council Regular Meeting

August 8, 2018

5:30 PM

Location: DEAP School

Minutes

A. Call to order at 5:48 PM

B. Roll Call

- | | |
|--------------------------------|-------------------|
| 1. Benita Litson, President | Present |
| 2. Gavin Sosa, Vice-President | Absent |
| 3. Michaela Shirley, Secretary | Present via phone |
| 4. Vacant, Treasurer | — |
| 5. Delmaline Muskett, Member | Present |

Others in attendance Louella Poblano, Rebekah Mahape (via phone)

C. Review and Approval of Agenda. The agenda was reviewed by the GC and no changes were made to the agenda. Michaela Shirley motioned to approve the agenda as is and Delmaline Muskett second. The GC voted 3 in favor, 0 opposed, and 0 abstained.

D. Review and Approval of Minutes.

1. Regular Meeting Minutes July 26, 2018: Michaela Shirley motioned to approve the July 26, 2018 meeting minutes as is and Delmaline Muskett made a second motion. The GC voted 3 in favor, 0 opposed, and 0 abstained.

E. Discussion and possible Action:

1. Approval of BARs: There were not BARS for approved. A previously voided BAR was replaced with the corrected BAR 562-000-1819-0003-IB, which was approved during the July 26th, 2018.
2. Governing Board Membership: Benita Litson reported that she spoke to a person about serving on the GC Board. Delmaline Muskett mentioned that Gavin Sosa was going to ask others as well. Ms. Litson reported that she received an email from NMPED about fulfilling the 45-day replacement timeframe. August 2, 2018 would have been the day to fill the vacant GC member position. Rebekah Mahape stated she would recommend a couple of folks she had in mind. All Governing Council members were actively searching for another member. No action was taken by the Governing Council.
3. Approval of Student Handbook 2018-2019 School Year: Louella Poblano presented the latest update to the Student Handbook and reported more graphics were added to

the handbook. Delmaline Muskett motioned to approve the handbook. Michael Shirley second with a vote of 3-0-0 to approve.

4. Approval of Employee Handbook 2018-2019 School Year: Louella Poblano presented the Employee Handbook for the Governing Council's review. There were errors noted with the academic years in the Handbook in the footer section and will be corrected. A motion to approve the handbook as by Delmaline Muskett and a second by Michaela Shirley with a vote of 3-0-0 to approve.
5. Approval of Instruction Materials Policy: No action was take on this policy as it is still being drafted.

F. Reports

1. Head Administrator's Report: Ms. Poblano presented an update of the enrollment of students. The enrollment, as of that day, was 39 students. She also reported 9 students withdrew. DEAP staff conducted a Parent and Student Orientation on August 6, 2018 another Parent and Student Orientation will be conducted on April 17, 2018. However, the next big item to tackle was the first day of school on August 13, 2018. Ms. Poblano reported that staffing included the Head Administrator, Director of Operations, Office Manager, 3 teachers (including the Director of Curriculum) and a new Cook/Custodian position. DEAP was also searching to fill a full-time Science Teacher position. The current cohort of AmeriCorps service members would be finishing up their service by August 17, 2018 and DEAP would be looking to fill the new year of service member. She noted that more Governing Council presence is always welcomed but everyone needs to be mindful of not interfering with the day-to-day operations of the school. Finally, Ms. Poblano mentioned that DEAP is up for renewal in 2019 (5-year charter approval would expire at the end of 2020 School Year and expressed a desire for the Governing Council to meet to strategize on the renewal objectives.
2. Business Manager's Report: Ms. Rebekah Mahape provided the Financial Report—the first financial report for the new fiscal year. She reported that the Auditors were onsite at the Vigil Group offices. After the audit is completed, the report will be available in January 2019. Reimbursements have been issued to DEAP from NM PED. Various Purchase Orders for utilities, building rental, etc., have been set up for the new school year. Louella Poblano inquired about the Finance and Audit Committees and whether we needed to conduct a DEAP work session. Ms. Mahape stated that she would get clarification from Michael Vigil. She also noted that someone from the Vigil Group is able to attend in-person every other month for regular Governing Council meetings.
3. Director of Curriculum's Report: Not present.
4. Director of Operations' Report: Not present
5. Governing Council Committee Reports: None.

G. Public Comment: No public comment.

H. The next meeting for DEAP Governing Council will be Sunday, September 16th, 2018 at 12:00 PM

I. Adjournment: The meeting was adjourned at 8:19 PM with a motion by Delmaline Muskett and a second motion by Michaela Shirley with a vote of 3-0-0.

These minutes were approved by the Governing Council of the Dzil Diti'ooi School of Empowerment, Action and Perseverance (DEAP) on September 23, 2018 by a vote of 3 in favor, 0 opposed, and 1 abstentions.

Dzil Diti'ooi School of Empowerment, Action and Perseverance:

ATTEST:



President of DEAP Governing Council



DEAP Governing Council Member

