

Guadalupe Educational System Inc.  
Board of Director Meeting Minutes  
July 31, 2023

The meeting was called to order by the Board President, Beto Lopez, at 6:04pm via Zoom. The board members present established a quorum. Mr. Lopez welcomed all those in attendance.

Board Members Present:	Beto Lopez	Rosemary Martin	Manny Medina
	Nickalas Collins	Jennifer Barraza	

Board Members Absent:	Octavio Villalobos	Phyllis Hernandez	Corina Guzman
	Dr. Julia Vargas		

Also present:	Dr. Jim Hammen	Eduardo Mendez	Charlotte Hawkins	Dr. Alicia Miguel
Jennifer Clay	Samantha Novak	Dr. April Soberon	Omar Fierros	Shannon Spradling
Mark Nasteff				

Mr. Lopez welcomed the new board members, Nickalas Collins and Jennifer Barraza. Dr. Hammen welcomed new administrative staff: Director of Human Resources, Dr. Steve Lumetta; Pre-K Director, Alex Thiessen and Middle School Assistant Principal, Bart Woods.

### **Consent Agenda**

July 31, 2023 Board Meeting Minutes

HR Board Staff Report July 2023

June 2023 Financial Statement

June 2023 Check Register

E-Rate

Copier Bids

Wiring Upgrade

21st Century Therapy 2023-24 Service Agreement

KVC Academy 2023-24 Service Agreement

Partial Release of Memorandum of Master Lease Villa Campus

Amendment To Commercial Lease Agreement High School Campus

Amendment To Master Lease Agreement Middle School Campus

Amendment To Sublease Agreement Middle School Campus

Contract for Counselor Support

There were no further questions or concerns noted on the Consent Agenda.

Ms. Martin moved to accept the Consent Agenda, Mr. Medina seconded the motion. **Motion carried unanimously.**

### **June 2023 Credit Card Statement**

Dr. Hammen mentioned this was discussed at the June Finance Committee, there were missing receipts on the credit card statement at that time and has since been turned in to the accounting department.

Mr. Medina moved to accept the June 2023 Credit Card Statement, Ms. Martin seconded the motion. **Motion carried unanimously.**

### **Lead to Read KC MOU**

Dr. Miguel indicated that this organization volunteers their services to provide tutors for every child in the grade level selected once a week throughout the school year.

Mr. Medina moved to accept the Lead to Read KC MOU, Ms. Martin seconded the motion. **Motion carried unanimously.**

### **GCCS Organizational Chart**

Dr. Hammen stated the decision made to add a second Assistant Superintendent changed the flow of the Organizational Chart. The changes made not only shows the organization's structure but also shows it as an accountability chart. The chart shows the associated name with a title and responsibilities. This will be reviewed yearly as requested by the charter commission.

Mr. Medina moved to accept the GCCS Organizational Chart, Ms. Martin seconded the motion. **Motion carried unanimously.**

### **Nutrition Services Bid**

This item has been moved to discuss in the Executive Session.

### **Adoption of Policy 2200- School Admissions, revised**

Mr. Nasteff mentioned the above policy has revised the priority for enrollment to include high-risk students as defined by statute 160.405.2(5) and students being served by and referred to GCCS for admission by GCI Family Services.

Mr. Medina moved to accept the Adoption of Policy 2200, Ms. Martin seconded the motion. **Motion carried unanimously.**

### **Adoption of Policy 2320- Attendance Rules, revised**

Mr. Nasteff reviewed the revisions on the above policy to include procedures when a student has exhausted all resources for unexplained and unaccounted absences.

Mr. Medina moved to accept the Adoption of Policy 2320, Ms. Martin seconded the motion. **Motion carried unanimously.**

### **Adoption of Policy 4415- Tuition Reimbursement Program, new**

Mr. Nasteff stated this is a new policy for Tuition Reimbursement. Although this has been done in the past, there was not a policy in place at the time. Teachers, administrators and support staff can be reimbursed up to \$6,000.00 during the time of employment with the district. Any employee who is interested in this program should consult with Human Resources for eligibility and requirements.

Mr. Medina moved to accept the Adoption of Policy 4415, Ms. Martin seconded the motion. **Motion carried unanimously.**

### **Superintendent Report**

**By The Numbers-** Dr. Hammen shared there are currently 1,694 completed enrollments for the upcoming school year, which is the highest GCCS has ever had. The district is almost fully staffed, there is currently a little over 200 employees.

**Assessment Update-** Mr. Mendez reviewed some of the changes made to the assessment calendar, he reviewed the new assessments that will be given this year. KEA is a new kindergarten entry assessment, this assessment tool serves as an indicator of students skills and behaviors on their school readiness. This is required by DESE and must be given to all kindergarteners during the first 2-6 weeks of school. The next one is NWEA Reading fluency. As part of Senate Bill 681 that passed the Missouri Legislature last year all school districts and charter schools are required to assess all students enrolled in kindergarten through 3rd grade at the beginning of each school year for their low, for their level of reading and reading readiness. The other new assessment used is called Edcite, which allows to create these more frequent common, formative assessments that are aligned to the Missouri State assessment program.

### **Old Business**

Dr. Hammen indicated that new teachers will begin to report on August 1. Kudos to the cabinet, principals and all staff for their hard work and preparation for the new school year. There will be a new school website coming soon, this will allow the district to communicate and better connect with families. Convocation will be held on August 9 at the Kauffman Foundation this year.

### **New Business**

Dr. Hammen mentioned the MO Charter Public School Association (MCPSA) Conference will be held in November. Board members are welcome to attend, please contact him if you are interested.

### **Public Comment**

None.

### **Executive Session**

There being no further information to come before the Board, Mr. Lopez made the motion to adjourn to closed session for legal, real estate, personnel and student issues at 7:02pm.

The motion passes unanimously by roll call vote as follows:

Yes:	Beto Lopez	Rosemary Martin	Manny Medina	Dr. Julia Vargas
	Nickalas Collins	Jennifer Barraza	Corina Guzman	



Respectfully Submitted

Patricia Hernandez, Board Secretary

The next Board of Directors Meeting is scheduled for **August 24, 2023.**

Minutes prepared by Recorder: Patricia Hernandez, Administrative Assistant