

Guadalupe Education System Inc.
Board of Director Meeting Minutes
December 15, 2022

The meeting was called to order by the Board President, Beto Lopez at 4:31pm at the GCI Gallagher room and via Zoom. The board members present established a quorum. Mr. Lopez welcomed all those in attendance.

Board Members Present: Beto Lopez Jaime Guillen Phyllis Hernandez
 Justine Del Muro

Board Members Absent: Dr. Julia Vargas Valerie Coyazo Rosemary Martin
 Octavio Villalobos

Also present: Dr. Jim Hammen Eduardo Mendez Charlotte Hawkins Jennifer Clay
Dr. Alicia Miguel Daisy Myrick Samantha Novak Omar Fierros Patricia Hernandez
Dr. April Soberon Elizabeth Marentes Jesse Harvey Esteban Martinez Michael Meaney
Luis Posada Shannon Spradling Mark Nasteff Alan Olson James Engelby
Frances Alaniz Kent Peterson

Some of the following finance items were not discussed at the December Finance Committee meeting and could not formally recommend for board approval at that time due to a lack of a quorum. Each item will be discussed individually for full board approval.

Closed Session

A motion to move into closed session pursuant to Section 610.021.(1) RSMo. was made at 4:33pm by Beto Lopez, seconded by Jaime Guillen. The following also remained in closed session- Mark Nasteff and Dr. Jim Hammen. The motion passes unanimously by roll call vote as follows:

Yes: Beto Lopez, Jaime Guillen, Phyllis Hernandez, Justine Del Muro

The Board of Directors returned to open session at 5:15pm, Dr. Jim Hammen reported no decisions were made in closed session.

Consent Agenda

November 17, 2022 Board Meeting Minutes
Board Staff Report December 2022

There were no further questions or concerns noted.

Jaime Guillen moved to accept the Consent Agenda, Phyllis Hernandez seconded the motion. **Motion carried unanimously.**

November 2022 Financial Statement

Shannon Spradling discussed November 2022 Financial Statement. Revenue is at 47% and expenditures at 44%, expenditures are a little high but has to do with the school starting. Overall, the school is in good shape. Phyllis Hernandez moved to accept the November 2022 Financial Statement, Jaime Guillen seconded the motion. **Motion carried unanimously.**

November 2022 Check Register

Judge Del Muro would like to have information on Office Essentials purchases, Dr. Jim Hammen stated it was for new classroom furniture at the elementary school due to an additional class added.

Judge Del Muro moved to accept the November 2022 Check Register, Phyllis Hernandez seconded the motion. **Motion carried unanimously.**

November 2022 Credit Card Statement

Judge Del Muro would like follow up on missing receipts from the high school. Dr. Jim Hammen will provide information at next month's board meeting.

Phyllis Hernandez moved to accept the November 2022 Credit Card Statement, Judge Del Muro seconded the motion. **Motion carried unanimously.**

Kenton Brothers, Middle School Locks

Alan Olson stated they replaced the doors and hardware at the High School over the summer to be steel doors and upgraded the lock security to be mindful of active shooter drills and those types of situations. This agreement is to do the same at the middle school. Kenton Brothers will create a master key system for the Middle School, this will provide the overall security aspect of the building.

Judge Del Muro moved to accept the Kenton Brothers, Phyllis Hernandez seconded the motion. **Motion carried unanimously**

Universal Construction Company, Middle School Locks

Alan Olson stated this is in conjunction with Kenton Brothers. Universal Construction Company is used for the replacement of all the doors. Jaime Guillen stated the quote is a bit outdated, Judge Del Muro and he would like confirmation that the price will remain the same.

Judge Del Muro moved to accept the Universal Construction Company agreement contingent that the price remains as quoted, Phyllis Hernandez seconded the motion. **Motion carried unanimously**

Universal Construction Company, Soccer Goals Fencing

Alan Olson stated several vehicles were damaged by balls, they replaced the fencing with a larger fence for better protection to prevent any other damages be made.

Judge Del Muro moved to accept the Universal Construction Company Fencing, Phyllis Hernandez seconded the motion. **Motion carried unanimously**

Hollis + Miller and MKEC, Master Planning

Alan Olson indicated there are 2 parts of the Master Planning, Hollis + Miller provides the campus master planning and MKEC provides the engineering aspect.

Jaime Guillen moved to accept Hollis + Miller Master Planning, Phyllis Hernandez seconded the motion.

Motion carried unanimously

Jaime Guillen moved to accept MKEC Master Planning, Phyllis Hernandez seconded the motion. **Motion carried unanimously**

Hollis + Miller and MKEC, Library Expansion

Alan Olson indicated there are 2 parts of the Library Expansion, Hollis + Miller provides master planning and MKEC provides the engineering aspect. The library project has been put on hold, however Hollis + Miller completed the schematic design. MKEC did a little bit of topographical and boundary survey work, which is listed there as not to exceed \$7,500. The civil site design, the landscape, design and construction.

Administration. Aspects of this contract will not be performed. MKEC was not approved at this moment and has been put on hold for more clarification.

Judge Del Muro moved to accept the Hollis + Miller Library Expansion, Phyllis Hernandez seconded the motion. **Motion carried unanimously**

Purchase of Smart Boards

James Engelby stated the schools have been using smart boards for 7+ years, they are outdated and have been used to their full capacity. The new smart boards compared to what is currently used can bring the classrooms to the next level and bring exciting, new tools to their teachers. This quote is currently for the Middle School to replace every smart board there and puts several on carts as well. He will work on receiving quotes for the remaining schools as well.

Ms. Phyllis Hernandez moved to accept the Smart Boards, Judge Del Muro seconded the motion. **Motion carried unanimously**

GCCS McKinney Vento / Homeless Liaison

Dr. Hammen stated the McKinney Vento / Homeless Liaison is a requirement that each affiliation has in accordance with state and federal mandates. This role is designated as the Director of Student Services, Dr. Alicia Miguel.

Jaime Guillen moved to accept the GCCS McKinney Vento / Homeless Liaison, Phyllis Hernandez seconded the motion. **Motion carried unanimously**

Steve Gering MOU

Dr. Hammen discussed ways he can do things better as he took on his role as Superintendent. One of the suggestions, as he has been working with Robbyn Wahby with the Charter Commission and Angelique Nedved with School Smart KC is to have mentorship. Steve Gering comes highly recommended, he has great experience and has worked with several different superintendents and some administrators within the organization.

Judge Del Muro moved to accept Steve Gering MOU, Jaime Guillen seconded the motion. **Motion carried unanimously**

KU Nursing Students

Dr. Hammen stated there are currently 4 nurses throughout the district. This agreement would allow them to be able to work with the school of nursing from the University of Kansas so they can work alongside the nurses and learn from them. That gives the school that second person 2 days a week for 7 weeks for a maximum of 20 hours a week, they would be able to take care of students under the supervision of their nursing staff.

Phyllis Hernandez moved to accept the KU Nursing Students, Jaime Guillen seconded the motion. **Motion carried unanimously**

The following action items were put on hold until the January 26, 2023 board meeting.

- American Digital Security (ADS), Security Monitoring and Badge Access
- American Digital Security (ADS), DMP Intrusion Detection System
- American Digital Security (ADS), Avigilon Control Manager Upgrade
- MKEC, Library Expansion
- PowerSchool HR Information System

Superintendent Report

60 Second Success-

Elementary School- Dr. April Soberon shared a little shout out to their family and community engagement coordinator Lorena Patino and their family advocate Blanca Villa with their really impressive efforts for their family food pantry. School Smart KC and Harvesters partnered with the school district to help provide for their families.

Middle School- Esteban Martinez stated one of the things that they are proud of is that they are done with their NWEA testing. Preliminary data shows they are looking at students gaining anywhere from 8 to 10 points, this shows their kids are on the right track.

High School- Michael Meaney shared there was a brief celebration today over at the early college space and celebrated their students first semester of courses. 93% of their students passed their classes with a C or higher and that's compared to 76% last year. They're seeing a huge jump in their students' success in their early College Academy and that's primarily attributed to their support systems over there, Keith Schoen, Ashlyn Welch and Andrew Heimberger.

By The Numbers- Dr. Alicia Miguel stated the current student enrollment provided didn't have much change from last month's report, it has stayed consistent. They have opened the application process for new families, it opened on November 11, 2022. They have received 186 new applications this past month. Returning students' re-enrollment started on January 9, 2023. New students have until March 1, 2023 to apply. A lottery will be held via Zoom on March 3, students will receive an offer on March 6 and have until March 13 to accept the offer.

Elementary Semester Changes and Hiring 3 Additional Specials Teachers- Dr. Jim Hammen discussed the hiring of 3 additional specials teachers that will help provide additional planning time for their teachers. Dr. April Soberon and her staff will take on this challenge on some adjustments of scheduling and restructuring.

Strategic Plan Update- Mr. Mendez shared the semi final draft of the Strategic Plan. They are needing some feedback from the board, principals and cabinet. They will have Robbyn Wahby at the Charter Commission review the Strategic Plan as well. This will be brought to the board at the January 2023 meeting for approval.

Provision II Free and Reduced Lunch Update- Dr. Hammen mentioned they had applied for the Provision II Free and Reduced Lunch application, they did not qualify due to a technicality. There was an appeal submitted by Sonia Lopez, the State Department recognized the dates were not clear of when materials were due. That being said, they have since honored the school with Provision II, all of the students will eat for free for the next 3 years in the school district. Families that paid up to that point were refunded from the beginning of the school year.

Initial Planning for 2023- Dr. Hammen stated they are currently working on the following items for 2023: Summer School, 2023-24 Regular School Calendar/School Year Budget, Faculty Compensation Planning, 2023-24 Student Enrollment, Facilities Planning, Curriculum Materials Order and Summer Maintenance Projects.

Organizational Development

Mr. Kent Peterson has helped in the past with the board retreat. He will help conduct the board self assessment process. Board members will receive a link to take their assessment survey, there will also be a survey done on a small group of staff and parents as well. They'll compile a set of reports and findings that will be available the first of the year and will be able to integrate into the board retreat.

Operations Report

Mr. Olson provided a report, no further questions or comments were made.

Committee Reports

Finance Committee- Beto Lopez stated they did not meet due to lack of a quorum.

Executive Committee- Beto Lopez stated they did not meet due to lack of a quorum.

Instructional & Safety Committee- Mark Nasteff stated they did meet, there is nothing additional to report.

Old Business

None.

New Business

Dr. Hammen discussed the KCMCC Scholastic Crime Stoppers MOU, this is no cost to the school district. This will give the school access to a reporting system and is done through an app. This will focus on the safety and security of our students and gives students the ability to report any kind of harmful situation, self harm or observed harm that might be taking place. The goal is early identification so that students know how to process that, we all own our own safety and all elements of what we do is the school district, Phyllis Hernandez moved to accept KCMCC Scholastic Crime Stoppers, Jaime Guillen seconded the motion.

Motion carried unanimously

Public Comment

None.

Adjournment

A motion made by Beto Lopez, seconded by Phyllis Hernandez to adjourn at 6:57pm passed unanimously.



Respectfully Submitted

Patricia Hernandez, Board Secretary

The next Board of Directors Meeting is scheduled for **Thursday, January 26, 2023.**

Minutes prepared by Recorder: Patricia Hernandez, Administrative Assistant