



SOUTHWEST PRIMARY LEARNING CENTER

GOVERNING COUNCIL

Regular Meeting of the Southwest Primary Learning Center Governing Council on

Thursday, April 27th, 2017

BOARD MEMBERS PRESENT

^{To} Leah Graham, ~~Meredith Winters~~, Ken Chapman, Amber Romero, Marvin Larsen

BOARD MEMBERS ABSENT

Meredith Winters

ALSO IN ATTENDANCE

Kirk Hartom, Tim Walsh, Sharon Huber, Joseph Lucero, Ronda Joyce and Robert Pazstor

PUBLIC

Michele Adams, Margit Haring

These minutes were approved on June 22, 2017

By a vote of 4 yes 0 no 1 absent 0 abstained

Leah Graham President

Aasha Durain Secretary

I. Call to Order

Leah called to order the Regular Meeting of the Governing Council for the Southwest Primary Learning Center on **Thursday, April 27th, 2017 at 5:10 PM in the Conference Room at Southwest Learning Center, 10301 Candelaria Road Northeast, Albuquerque, New Mexico.**

A. Roll Call

Leah asked for Tasha to call roll. Tasha called Leah Graham, Ken Chapman, Marvin Larsen, and Amber Romero. Meredith Winters was absent.

B. Pledge of Allegiance

Leah led the Pledge of Allegiance. Thank you, Leah.

C. Adoption of Agenda

Ken made a motion to amend the agenda II-H, from Corrective Active Progress to read Corrective Action Progress. Leah seconded the motion. Leah called for a voice vote and after hearing no opposition the motion carried.

Amber made a motion to adopt the agenda for the regular meeting for Southwest Primary Learning Center, with the amendment. Ken seconded the motion. Leah called for a voice vote and after hearing no opposition the motion carried.

D. Review/Approval of Minutes from February 23rd, 2017 Regular Meeting

Leah asked if the minutes had been revised since she saw them last. Kirk had answered yes. Leah asked when that was done. Kirk answered that some corrections were sent to Tasha. Leah asked Tasha if these were the corrections she sent to her. Kirk clarified that revision two was the one's that contained Lisa's notes, and then some more typographical that Leah had sent. Leah reiterated that these were just the grammatical errors that were sent and not anything critical.

Leah asked for a motion to approve the February 23rd, 2017 minutes. Amber made a motion to approve the minutes from February 23rd as revised on April 3rd, 2017. Marvin seconded the motion. Leah called for a voice vote and after hearing no opposition the motion carried.

E. Review/Approval of Minutes from March 16th, 2017 Special Meeting

Amber said the wording does not accurately reflect what we did or discussed. But at that meeting there is no recording of that meeting. Kirk said it was on Taylor's phone, but she left. Amber said that was when they learned that the February recording was lost. Amber asked how we generated the minutes. Kirk answered that he recreated them from the agenda, from what he knew, so they are probably very bare bones. His suggestion is to go back to Lisa and see if she took notes that night. Amber sent emails to Tasha based on what she remembered.

Leah offered the possibility to the board to table the minutes until the corrections can be made.

Leah asked for a motion to table the minutes. Marvin moved to further table the March 16th and March 28th minutes. Ken seconded the motion. Leah called for a voice vote and after hearing no opposition the motion carried.

F. Review/Approval of Minutes from March 28th, 2017 Special Meeting

Amber could go back to her recording and fix the statements, based on the recording. Tasha wanted to make sure that the question of who was speaking could be clarified. Leah wanted to make sure from now on, that there is a backup recording, because now we are missing two recordings of minutes.

Leah offered the possibility to the board to table the minutes until the corrections can be made.

Leah asked for a motion to table the minutes. Marvin moved to further table the March 16th and March 28th minutes. Ken seconded the motion. Leah called for a voice vote and after hearing no

opposition the motion carried.

G. Review/Approval of Minutes from April 6th, 2017 Special Meeting

Leah asked for a motion to be made to approve the April 6th, 2017 minutes. Amber made the motion to approve the April 6th, 2017 minutes. Marvin seconded the motion. Leah called for a voice vote and after hearing no opposition the motion carried.

Leah was curious about a quorum that happened, and whether minutes were needed. Kirk and Robert clarified that no minutes are required, but a simple notification that it did happen will suffice.

II. Financial Update

A. Finance Committee Report

Ken reported that Leah, Kirk, Ronda, Robert, Joseph and himself were all at the finance meeting. They specifically looked at financial notes for April 27th, as well as some other business that they were looking at regarding the budget for Preparatory.

B. Business Office Operations Update

- Revenues are 73.98% of budgeted through March 2017, which is 75% of the year
- Expenditures are 62.36% to budget through March 2017, that's good
 - The only negative line item is from Title I of two cents, which will be rectified in a BAR.
- Bank Activity
 - Expenditures exceeded Revenue by \$12,439.02 in March
- Reconciled Cash
 - Due to expenditures exceeding revenue, your reconciled cash balance per the bank reduced to \$675,139.52.
 - Outstanding items totaling \$12,993.53

C. Voucher Approvals

Amber asked if the finance committee saw any issues with the check register. Ken answered no. Amber made a motion to approve the check register. Ken seconded the motion. Leah asked for a voice vote to approve the motion. The board answered affirmatively. The motion carried.

D. Budget Adjustment Requests

Joseph reported that the first BAR 1617-0018-I, this is an increase BAR to increase budget per Carryover Letter for \$15,333.
BAR 1617-0019-I is to increase the budget per FY17 state match allocation per an award letter from the Capital Outlet Bureau in the amount of \$2,451.
Amber made a motion to approve BAR 1617-0018-I and BAR 1617-0019-I. Ken seconded the motion. Leah asked for a voice vote to approve the motion. The board answered affirmatively. The motion carried.

E. Lease Assistance Application

Kirk specified the request is to have it back to PSFA. Lease Assistance for all our schools covers about 85% of each of the leases. As far as the board is concerned, Joseph will have to do his calculations and that will have to be signed by the Board President and Kirk. Leah asked what we needed to do tonight. Kirk mentioned the Lease Certification, that is the notarized one. The plan is to, after SSLC's meeting on the 10th, have Tracey come the next day to meet with Leah and Vic so that they can notarize together. There is a conflict-of-interest, all board members sign it. Robert noted that the application does not require board approval, you do not have to vote on it. It just requires signatures. It is saying that no one on the board is making any money off the building, or related to the landlord or vendors. That can be signed tonight. Mr. Saylor has signed the lease. *The board discussed different*

litigations pertaining to the lease needed for PSFA. Leah asked if the lease amount went up. Ronda answered that it is different because it is combined Primary and Intermediate. The percentage is based on the current student distribution. There is a marginal increase. She is estimating a 45/55 split. Leah summed that what we are approving is the same lease with the option to purchase.

Leah asked for a motion to approve the lease. Amber made a motion that to approve the two-year agreement for the first year with an option for the second year, we are approving the first year at this time of the lease. Ken seconded the motion. Leah asked for a voice vote to approve the motion. The board answered affirmatively. The motion carried.

F. School Budget

The approval of the school budget has been postponed until June.

Leah asked for a motion to table the school budget. Amber made a motion to table the school budget. Ken seconded the motion. Leah asked for a voice vote to approve the motion. The board answered affirmatively. The motion carried.

G. Salary Schedule

Kirk informed that you have the non-instructional salary schedules are the same as last year and they do include all the positions that both schools coming together have. We also have the teacher's salary schedule. There were no changes, there were no raises. Comparatively to APS, we still have people that make two to three thousand dollars more what their position is in APS. We are leaving it as is, but everyone will get a step increase, they will get credit for more experience. We need this to go with the budget next month.

Leah asked for questions.

Leah asked for a motion to approve the salary schedule. Amber made a motion to approve the 2017-2018 salary schedule. Marvin seconded the motion. Leah asked for a voice vote to approve the motion. The board answered affirmatively. The motion carried.

H. Corrective Action Progress

Kirk stated there is a copy of what was sent to David Craig. We added policy things that the board did. David wanted to know the policy things in place that backed up the financial things that were. Once David approves it, then the reigns will be handed over to the Vigil Group. We are halfway there. Joseph stated that once David approves, there is anticipation of the Vigil Group taking over the next fiscal year. That would ease the log jam that the schools have had with approving PO's.

I. T&E Audit Report

Joseph reported that the school was randomly selected for a Training and Experience Audit. The way we report teacher training experience is based off of the teacher's education and years of experience. We report that every October, we send the report through the STARS portal, they analyze it and give us a training and experience index. When the audit takes place, they audit the employee files and make sure it is what is reported on the employees' contract via education and years of experience match what was reported in the T&E Report. Rhonda added that you have the correct documentation to back it up in the files. If the documentation isn't there, it doesn't matter what's on your contract or what was reported. Kirk mentioned that no money was taken from the school at this time, and when they randomly check the files again, we will be at a much better place.

Rhonda stated that one of the biggest findings was that contracts were given a year of experience for the current year that they were in, and you can't you can't do that. You can only give experience for the prior year, and when the year is done, that year gets added to that. Everyone one of the contracts were reported one more year than they were supposed. Kirk supposed that's how things were done because that was the way APS did that. It was a step system, that is now considered wrong.

Amber asked for clarification regarding the \$32,000 fine in conjunction with the T&E Audit. Kirk reassured that they will not collect that money. It was a warning. The expectation going forward, is that we need to get everything corrected.

III. **Ongoing Governing Body Business Matters**

A. **Governing Body Recruitment**

1. **Current Audit Committee**

- **Leah, Meredith, Sherry & Stacey**

2. **We Need a Volunteer for the Finance Committee**

- **Current Members: Gabe, Meredith & Ken**

Leah uttered that we need a non-board member volunteer.

B. **Governing Body Policy Manual**

Leah believed that they have not been able to work on it all at this point. And for right now, it will have to be tabled. Robert spoke in connection with Leah's statement, in that leading up to the previous renewal there is a line stating in manual that renewals need to take place.

Leah asked for it to be broken down and scheduled as necessary items to consider, so we are not doing it all at once. She asked the board if breaking it up over the year so we are just reviewing a few policies at a time, or do we want to look at it all at once? Robert said it could be a sub-committee. Ken expressed with Preparatory coming, the manual will have to get rewritten anyway.

Leah again addressed if it should be broken up throughout the year or done all at once. Robert answered that you would definitely not want to do it all at one time. Leah aforementioned that there are things that have to be done before the year starts, but most things can be broken up. Kirk articulated that most things are already put into place, in regard to Preparatory, you have to just adopt what you already have.

Kirk declared that there will be some important financial policies that will be presented every month. Amber wanted to know if there is someone who needs to be responsible to schedule when we are going to look at what policies. Leah suggested to divided them up and look at so many policies every month. Robert eluded to checklists that we can use. Leah asked if that could be sent to Amber, so that it will be included in the schedule and to make sure we are going over the policies. She wanted to make sure everyone had the most recent one with a date ensuring everyone had the same information. She needs to make sure she had the most recent one, since she has to do the agenda. This schedule is not set in stone, it can be adjusted to our circumstances.

1. **Overall Revision Including Various Policy Clarification**

No action taken.

2. **Revise Conflict Policy and Add Conflict Procedure to Handbook**

No action taken.

C. **SPLC/SILC School Business**

1. **Joint Committee Meeting Report**

Leah pronounced there has been no meeting. SILC refuses to meet with us. They have their conditions that they have presented. We don't want ultimatums. We continue to reach out and they continue to refuse.

2. **Review of Finances Meeting for 2017-2018**

Ken stated in the finance committee report today was that the Vigil Group, to make it easier, will

come up with two potential dates, for us to meet. The concern was, do we want to do it as a committee or a joint board? Ken thinks to do it as a joint board since we are talking staffing and overall budget. To get things laid out on the table get an agreement, so that he can build the budget, so that it can be done before the June 13th date that he has to get it to PED. Leah verbalized preferably before our May board meeting. It would be a special meeting, we would just have to have a quorum if we do have a joint meeting. Amber voiced if we are unable to meet with them, after the deadline, we need to proceed. Ken answered the date will be set that we agree to, and hopefully they will be there. If they are not, then we will make the decision. Amber asked if this couldn't be done at our next board meeting. Leah answered no, because we need to have the administration, finance and boards to understand how to make it work and how to function. Our budget is going to be really tight and we need to figure out how we are going to make it come together, so that we can afford to function next year. It may take a while and our regular board meetings are already long enough. So, we don't want to add that on top of a board meeting. Ken made a motion that the Vigil Group suggest two dates for both the SILC and SPLC boards to attend in order to discuss staffing plan and budget for Southwest Preparatory. Amber seconded the motion. Leah asked for a voice vote to approve the motion. The board answered affirmatively. The motion carried.

Leah asked Kirk to reach out to Joseph to make the invite and propose the two dates. Amber added whichever one worked for most people to set it up.

3. Financial Proposal for Securing SILC Budget for SW Preparatory

Leah indicated that there has been no progress on the asset letter. Her thoughts are, our board has spoken to let them know our concerns. There is nothing else we can do. It is PED's decision, let them make the decision, and we can manage from there. That's the general idea she is getting from PED. Kirk indicated that what it's really about is money for the building. He suggested if there was a way, instead of getting three sets of bond money and shoving it into one lease, to get SILC and SPLC's assets to SSLC, and let them buy the building. They put down the 1.4 million dollars, everybody's money. If would cut the lease in half. Leah asserted that then they would be in a sublease with SSLC. The board did not like this idea. They appreciated the idea, but did not like it.

Leah specified that SPLC's money is staying with SW Prep. SILC's money is the money that we are worried about, because their school is closing, and if that money doesn't come to us, we can't use it for day to day functions. It is only used for the lease-to-purchase. We are going to struggle, regardless. SPLC's money set aside for the lease-to-purchase is not in jeopardy now. SILC's money is what's in jeopardy now. We have no say in the matter, it's PED decision. They know our concerns, they know what we want to use that money for. We've spoken to them about it. She feels like at this point, we've done what we can do, and we are just going to have to leave it in their hands to decide.

No action taken.

4. Joint Committee Agreement

Leah vocalized that this agreement is what is holding everything up. This is why we can't do things that we need to do in order to prepare for next year. It is an agreement and as far as she knows it is a legally binding agreement, and we have done our best to abide this agreement. We have reached out repeatedly to SILC's board and they refuse to meet with us. And we feel like at some point we are going to have move on and make decisions. We are going to have to move forward regardless of if they take legal action against us. Whatever they do, we have a school that has to be up and running July 1st. She's thinking we need to set a date, if we can't meet with us,

we need a joint committee to discuss.

Ken mentioned three things that need to be done. The first is the staffing plan, the second is the budget, and the third is the contract negotiations with PEC. Once those are done, nothing else needs to be done until July 1st. I don't know if we have a date yet from PEC for contract negotiations. Two of these things would get addressed by the Vigil meeting that we would do, and the other one is the one with the president of the board and legal. **Amber** voiced that with the third item, to invite Cheryle to that one, and the rest of the board to the finance meetings.

Leah reiterated, we invite and if they don't come, we forward. We have made a good faith effort to get them to meet and we have not backed out on any agreements. We will continue to make effort, but we cannot continue to sit on everything. Things need to get done for the new school year. She purposed a drop-dead date, a date before the next regularly scheduled board meeting at the end of May, we will just go ahead. **Ken** agreed that we need to set dates for the budget and staffing, and you are either there or you are not.

Amber wondered if an effort should continue to even be made to try and include SILC's board in the decision-making process. **Leah** wanted the SPLC board to have the reputation that when an agreement is made, they do everything in their power to honor that agreement. **Ken** agrees that they should continue to be invited and hopes that they show up to have a good discussion about matters. It essentially is about the success of the school and not about individuals. Yes, we do need to invite them, he thinks that it is very important. **Leah** asked **Marvin** if he had anything to add. **Marvin** agreed with **Ken**, we've got to invite them, but beyond that there is nothing for us to do. Wringing our hands in concern is not going to help, we invite in good faith and move on.

Leah pointed that the concern is that they have made a lot of threats, and they may have to take action against us, and we have to be ready for a fight if that happens. We have plenty of documented proof, it's all in the emails that we have invited, and it hasn't happened.

No action taken.

5. SPLC Staffing Plan for 2017-2018

No action taken.

D. PEC Contract Negotiations for SW Preparatory

Leah announced we are still waiting on a date with PEC.

E. School Calendar

Robert pointed to documents provided stipulating the Instructional and Non-Instructional Calendar draft based on a couple of committee meetings. The Instructional Calendar contains a 184-day contract, equal to what we have this year. 10 leave days starting on July 31st. The last day of school is May 17th, 2017.

The Non-Instructional Calendar is 242 days. This year we added five exchange leave days on top of their 15. This gives them an option to choose when they wanted to take off. Many things happen during the holidays when things need to get done, i.e. maintenance.

Amber made a motion to approve the Instructional and Non-Instructional Calendars as proposed for the 2017/2018 year. **Marvin** seconded the motion. **Leah** asked for a voice vote to approve the motion. The board answered affirmatively. The motion carried.

F. Background Investigations Policy

Leah reported some requests because the SILC teachers are having to be rehired into SW Preparatory, as part of that they have to fill out a lot of paperwork, they have to redo their background checks, and they have to repay to redo it. However, they are not really "new" employees, nothing is changing for

them. They are wanting to change policy. She looked at the boards policy in the policy manual. It actually doesn't state in the policy that they have to pay for it, even though the employee handbook does. There have been many discussions about policy and procedure. Is the employee handbook policy or procedure? If this is just procedure, there is no changes in policy that need to be made, we simply make an exception, this is just procedure. Kirk noted that in this case they did not bring this upon themselves. It was put upon them. I would say to a least reimburse them to do this.

Amber clarified that the background check still needs to be done, but we are going to go ahead and make an exception to the procedure, which doesn't require a policy change. Ken added that it is only for three people. Robert suggested making a motion to pay for anyone who is changing from SILC to Preparatory. Kirk agreed saying that a motion would be good backup for them, in case those in charge of finances push back on the whole reimbursement, because this is a special case.

Amber made a motion to reimburse any current SILC employees who are required to pay for a background check as a result of the consolidation. Marvin seconded the motion. Leah asked for a voice vote to approve the motion. The board answered affirmatively. The motion carried.

G. New Attorney Contract

Leah received an email from Mr. Aguilar yesterday that they signed it but have yet to receive it. They are waiting until they have it in hand so that they can do a PO, and then they can start using the attorney. A comment was made during the finance meeting that by the time we get it, we are not going to need the attorney anymore. She sincerely hopes that doesn't happen. That would be very wrong, because SPLC does not currently have legal representation, and that is not ok, it's not right. If there is any possible way to expedite this process, it needs to happen. SILC has legal representation, they are threatening us, they are angry at us, and we have no legal representation at the moment, because the lawyers that we have are also their lawyers and that is a conflict. So, the lawyers won't help us with anything regarding board conflict. She just wants to say that it is not okay that we do not have a lawyer.

Amber didn't disagree with Leah. But, for the record, she also thinks that it's not okay that we all have to have separate attorney's and we have to use taxpayer money to deal with issues of conflict between the boards. Having said that it is also true that we have to be prepared.

Leah added especially since we may have to move forward and not honor the agreements that we made with them. We need legal representation. That needs to happen.

No action taken.

H. Title I, Title II & IDEA-B

- IV. Robert reported that Title I was released yesterday, April 26th, 2017. We are now going to be able to file as school wide program, in the past we filed as a targeted program. They are not due until the middle of May, before your next meeting, so it is possible we will have to do a special meeting to get an approval of it. It will be brief to approve applications, sign them and be done. Title II was released April 29th, 2017. IDEA we have not heard about yet.

Kirk mentioned that there is a way you can put your Title II into Title I and use it for salary. So, it would be worth looking into that.

Amber made a motion to table Title I, Title II & IDEA-B. Marvin seconded the motion. Leah asked for a voice vote to approve the motion. The board answered affirmatively. The motion carried.

I. FAEA Art Grant

Sharon said that we can't find the grant. By this time, they used to have a winter meeting in February, and they would tell us about new rules and regulations for the application. There has been nothing about that. We are going to make contact to see what we can do. If there is a school, like SW

Preparatory that has 4th-8th grade would they even allow us to do that and get that grant money.

Leah asked if we could get the grant money just for 4th-6th grade? Sharon answered that we might be able to. As soon as we here back, we will know. Even though it's supposed to be built into the budget, they make you go through a rigid process. Kirk added that it might be money that the legislator has to approve.

Amber made a motion to table FAEA Art Grant. Leah asked for a voice vote to approve the motion. The board answered affirmatively. The motion carried.

J. Administrative Contract Items

Amber made a motion to table the Administrative Contract Items. Marvin seconded the motion. Leah asked for a voice vote to approve the motion. The board answered affirmatively. The motion carried.

V. SPLC Administrative Reports

A. Head Administrative Reports and Summary

1. CSD Fall Feedback

Robert alleged that what we thought was fall feedback was not fall feedback.

Kirk claimed that the only thing we have is the WEBEPS, and there are a few items. But they haven't really given us a report.

2. Corrective Action

Nothing to report at this time.

3. T&E

Joseph covered this in Section II-I.

4. New Bylaws for SW Preparatory

Kirk was enlightened by Ken, that we do have bylaws. When Becky came, she needed to know where the bylaws were. In effect, we do have bylaws, in the board section of the Governing Board Policy. So, if you take the Governing Board Policy and calling them bylaws, so when they are asked for, they can be presented. They are the same.

Ken stated that we could define the Governing Board Policy as the bylaws, and keep it the way it is. Marvin suggested that we amend the policy, so that it explicitly nominates itself as the bylaws.

There was a debate between the board about the wording of bylaws vs. policy.

Ken made a motion that we change Southwest Learning Center Policy Manual, and amend so that section B, which currently states Governance and Operations would now state Governance and Operations Bylaws, and the table of contents as well. Amber seconded the motion. Leah asked for a voice vote to approve the motion. The board answered affirmatively. The motion carried.

5. Open Meetings Resolution for SW Preparatory

Kirk announced that it the time of year that to approve the Open Meetings Resolution, saying that you abide by the Open Meetings Act. You meet every fourth Thursday of the month. It was another item that Becky wanted to see. Robert believed this resolution was to be done, according to the manual, at the first meeting of every fiscal year.

Amber made a motion to table the Open Meetings Resolution for SW Preparatory. Marvin seconded the motion. Leah asked for a voice vote to approve the motion. The board answered affirmatively. The motion carried.

6. Facility Update

Kirk went with Ronda to Rio Rancho and visited three schools, with six portables between them.

They are anxious to get rid of them. He doesn't know if they would try to charge for them, he said they are looking for free. The cost is to move them. The special needs population is growing, and we are needing one-on-one space, if not whole support labs, even modifying the conference room to make room for Special Ed teachers. If we can do the portables, we will. The landlord said that he would lay the foundation and help us out. APS wants to "loan out" some portables. Leah said we need to clarify the loan thing.

B. Academic, Operations and Data Updates

1. Data Report

Sharon reported that last week was PARCC testing for SPLC. We got a medical leave for a student suffering from MERSA. He is contagious for up to a year. We are trying to void a section for a student who was disruptive.

We sent home the Quality of Education Survey for Primary. 98% were turned back in.

The Lottery- for the 4th grade we have 23 spots available, we've drawn 20 and there are none on the waitlist. We are not worried about filling the 4th grade spot. In 5th grade, we had three available spots, three who got picked, and 41 on the waiting list. In 6th grade, we had room for 32, we have 34 who have accepted and 16 on the waitlist. 7th grade, we didn't need any, there are 17 on the waitlist. 8th grade, we drew 8, we needed 9, but there are 5 more on the waiting list. The lottery is going well.

We are working on Civil Rights Data Collection, we have about 80% of SPLC's done.

Next week the Data Team, are going to the Spring Data Conference next Wednesday, May 3rd-5th, 2017 at the Tamaya Resort. Always informative.

2. IT Report

Tim delivered the report. We did get the purchase orders in on the Primary end. The company called Xcel School is going to help with data migration. The drop-dead date is July 1st, 2017. Primary and intermediate have two different types of grading periods. We have to be consistent, pick one and just go. We have to do it right away, because they have to get going on it. They are setting up a temporary server on their end, so we can start working on migrating the data over. We are still trying to work with Power School is getting a new hosting server.

The bad news is that all the faculty computers, their lease is about to expire. Originally, we discussed that we were just going to replace the PC's, but at this point there will not be any PC replacement. He prepared three proposals for all the schools, and they got turned down.

Leah asked what it meant that the lease was up. Tim answered it's a time to either buy the equipment or return it. He says it's time to return it. Amber asked what the computers are used for. Tim answered it's what the faculty and staff use in their classrooms.

Tim went on to say that in a typical scenario, you would get new equipment and return the old ones, but at this point he was told, we can't do any computer purchases. Leah asked if we can purchase the ones we've been leasing at this point. Tim retorted that we are cut off from creating any new purchase orders. Leah asked what do we do, since we need computers for the teachers. Tim said we can keep the computers, and try to make some arrangement with Dell Financial to buy or continue to lease them.

Kirk thought that there was an extension that was done. Tim did not know, as it is a business manager decision. Kirk knows that IT was already overbudgeted for the year, so he propositioned to use capital monies to cover this, but he was denied.

Amber asked who we were leasing them from? Tim answered Dell Financial. Amber asked if they would come and get them. Tim thinks that they would present with a bill for the fair market value, which is decided by the leasing company. You either take it or send the equipment

back. Kirk asked if this concerned all the schools. Tim stated the contract belonged with SSLC.

Marvin asked how many computers we are talking about. Tim stated it was the staff of SPLC and SILC, and one in the SMART Lab. Amber asked for confirmation that the leases were under SSLC and that there was really nothing that SPLC could do. She asked who would have to pay for the shipping? Marvin answered that we do, it would be contracted out to a third party who would be responsible for correctly returning the equipment and to insure it.

Marvin clarified that Dell has not sent a bill to see if we want to keep them. He asked if we like them? Kirk said that they are obsolete. What if we use the new money on July 1st, and you still have a month and a half before everything starts up again. We could have the PR's ready July 1st, because we will have a whole new IT budget. It would be good if Preparatory bought them and not secondary. Now, the Dell people are going to take the primary computers, because they belong officially to secondary. Marvin said Dell has not contacted him, because it goes through the finance office.

Sharon mentioned that PowerSchool won't work as well on older equipment.

Tim brought to the board's attention a forgery, and they directed to the Head Administrator to solve internally, per the conflict policy.

VI. **New Business Matters**

A. **Date for Next Regular SPLC Governing Council Meeting- Scheduled for Thursday, May 25th, 2017, 5:00PM**

B. **Upcoming Trainings**

- May 5th, 2017, 8am to 5pm Nusenda Credit Union – Piedra Lisa Room, for new applicants
- Additional trainings in Taos and Rio Rancho on May 9th, 18th and 22nd.

VII. **Public Comment**

Michele Adams is the Spanish teacher at SILC. This is the first meeting she has been to for SPLC. She thanks the board for approving the reimbursements for the background checks. She assumes since POs can't be written until July, that we wouldn't get reimbursed until then, is that right? Robert answered probably yes. It would be a Preparatory reimbursement.

Michele asked if there were any funds for continuing education, like pursuing Master's, if it would be an option at all. Kirk said it's not available for SILC or SPLC. Leah said not at this time since the budget is so tight. Michele wanted to put it out there for consideration in the future. Kirk mentioned on a small scale, there will be professional development. But it's good to know, that there is interest. Leah asked if we look at it now, or when we consider the budget. Kirk said when we look through the budget and see where we can. We have to a lot a certain amount for professional development, even if on a small scale.

Michele was wondering about money from SILC going toward Preparatory via buying things for the new school. Amber said it would be idealistic, but the PO's are not being approved through PED. Ken mentioned that in July, when Preparatory it alive and well, hopefully, we will be able to look at things like furniture. Amber said the intent of the asset letter was that they would pay us to get everything going. Robert interjected that what should have happened is that they should have been bought last year when Primary's furniture was bought.

Michele wanted to express her frustration with the fact of the struggles between the boards and that SILC is not willing to meet with SPLC. She is going to take it upon herself to get a letter to the board, and try to get all the other teacher's behind it. In order to understand, she asked why the SILC is holding back the assets. Leah answered that they have set some conditions that they will not meet with us until those things are done. It's things that we need to meet with and discuss. There are two

things that we disagree on. We have voted not to renew the Head Administrator's contract, they voted to renew it. Also, there is the fact they want us to downsize our board, and merge the two. We have discussed making the board bigger to include everyone. That is what we have decided on. But they are wanting to get rid of certain board members. Michele said she was writing a letter and asking them to meet and do us all a favor. Leah doesn't even know about the asset money, it's really up to PED. There was a proposal that was supposed to be written as to why we need that money, but it's never been our decision to make. However, they have refrained from sending that letter or meeting with us until we do the things they request. PED could decide that they want to give us the money. The big chunk of money would go to the Lease-to-Purchase, which is a down payment to purchase the building. That money is not going towards the day to day operations.

Amber wanted to articulate what would be the most beneficial to go into the letter Michele is planning to write. She thinks to mention to, please set aside all past grievances, and let's move forward for the good of the students.

Leah informed that they disclosed they would vote on any board members from SILC to join Preparatory. The board would then choose a new president to be elected. That is what we agreed to during the first meeting of Preparatory.

VIII. **Closed Session**

Leah called for a motion to go into closed session. Ken made a motion that Southwest Primary Learning Center go into closed session only in discussion of Limited Personnel Matters Pursuant to NMSA 1978, Section 10-15-1 (H)(2) in which an employee grievance will be discussed. Amber seconded the motion. Leah asked Tasha for a roll call. Tasha called Leah Graham-yes, Ken Chapman-yes, Meredith Winters-yes, Marvin Larsen, and Amber Romero. Meredith Winters called into the Closed Session. Leah announced closed session.

A. Limited Personnel Matters Pursuant to NMSA 1978, Section 10-15-1 (H) (2)

Closed Session began at 7:12pm.

B. Employee Grievance

IX. **Open Session**

Ken made a motion the Southwest Primary Learning Center go back into open session and only the discussion of Limited Personnel Matters Pursuant to NMSA 1978, Section 10-15-1 (H)(2) and employee grievance. Amber seconded the motion. Leah asked for a voice vote and after hearing no objection the motion passed.

Leah asked for Tasha to call roll. Tasha called Leah Graham-here, Ken Chapman-here, Meredith Winters-absent, Marvin Larsen-here, and Amber Romero-here.

Leah announced Open Session. Open Session began at 8:24pm.

The board would like to state that due to the Conflict Resolution Policy not being fully followed, we have determined this is in fact not an employee grievance and we want to urge employee's in the future to make sure that the policy is followed to the best of their ability, so that we can proceed to help them resolve it. It will not be on the record as a grievance.

X. **Adjournment**

Leah called for a motion to adjourn. Amber made a motion to adjourn the meeting. Marvin seconded the motion. Leah called for a voice vote and after no opposition the motion carried.

The meeting was adjourned at 8:26pm.