



Regular Governance Council  
Board Meeting Minutes of  
Wednesday, October 11<sup>th</sup>, 2017

**Board Members Present**

Vic Fantozzi, Cheryle Brody,  
Sean Hendrickson, Deborah Lansdell  
Krista Keay

**Board Members Absent**

None

**Also in Attendance**

Kirk Hartom, Abby Lewis,  
Chris Lutz

**Public in Attendance**

Wanda Fahey, Matt Pahl,  
Arielle Lansdell

These minutes were approved on 10/30/17  
By a vote of 5 yes 0 no 0 absent 0 abstained

Cheryle Brody President

Sean Hendrickson Board Secretary

Submitted by  
Savannah Lopez  
Secretary to the Board

**(\*Items up for approval during this meeting are in RED)**

***\*All policies are available to the public, please e-mail the Secretary to the Board (Savannah Lopez) if you would like a copy of the policies discussed in this document.***

## **CALL TO ORDER**

Ms. Brody called the Southwest Secondary Learning Center (SSLC) Regular Governing Council meeting to order on Wednesday, October 11<sup>th</sup> at 5:00 pm in the Conference Room of Southwest Learning Center at 10301 Candelaria Rd. NE.

## **ROLL CALL**

Ms. Brody asked Savannah to call roll. Savannah called Mr. Fantozzi, here; Mr. Hendrickson, here; Ms. Brody, here; Ms. Lansdell, here; Ms. Keay, here. All present.

## **PLEDGE OF ALLEGIANCE**

Ms. Brody asked everyone to stand and join her in the Pledge of Allegiance.

## **ADOPTION OF THE AGENDA**

Ms. Brody asked for a motion to adopt the agenda. Ms. Keay made the motion to adopt the agenda and Ms. Lansdell seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed.

## **REVIEW / APPROVAL OF MINUTES from September 20<sup>th</sup>, 2017 Regular Meeting**

Ms. Brody asked for a motion to approve the minutes from September 20<sup>th</sup>, 2017. Mr. Fantozzi made the motion and Ms. Keay seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed.

## **PUBLIC COMMENT**

*None.*

## ***ACTION ITEMS:***

### **GOVERNING BOARD POLICY ON EXPENDITURE OF FORMER SILC FUNDS**

Ms. Lewis presented the policy. The Council reviewed the policy and Ms. Brody asked for a motion to approve the Governing Board Policy on Expenditure of Former SILC Funds. Ms. Keay made the motion and Ms. Lansdell seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed.

## **FINANCE REPORT**

### **FINANCE COMMITTEE UPDATE**

Mr. Hartom explained why there was not a completed finance report, due to the fact the this meeting was held so close to the beginning of the month and that the bank was closed on Monday (Columbus Day): Mr. Hartom read an e-mail from Sean Fry (Business Manager) which stated the following: *The school has more than \$1 million in available Operational budget authority. Roughly \$500 thousand is in the restricted cash line that PED requires, leaving \$600 in available expenses. The amount transferred from SILC totaled more than \$940,000. The school has almost \$4 million in cash assets when both accounts are combined. The school has just under \$2 Million in capital funds and restricted cash from SILC for utilization in a Lease purchase without utilizing any operational funds.*

### **VOUCHER APPROVALS**

None.

### **BUDGET ADJUSTMENT REQUESTS**

Mr. Hartom presented and explained BARs 1718-0004-IB and 1718-0005-I. Ms. Brody asked for a motion to approve the BARs. Ms. Keya made a motion to approve BARs 1718-0004-IB and 1718-0005-I and Ms. Lansdell seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed.

### **SSLC AUDIT OCTOBER 9-13, 2017 (AUDIT & FINANCE COMMITTEE)**

Mr. Hartom explained the Audit process to the Council. Ms. Brody mentioned that all Audit Committee members were present and the Audit Entrance meeting. Ms. Lansdell mentioned that the auditor stated she would know her “findings” by November and will have her report to the state by December 1<sup>st</sup>. Mr. Hartom stated that they also have to audit SILC next week – from last years’ expenses.

### **FINANCIAL CORRECTIVE ACTION UPDATE**

Mr. Hartom stated that he has been working with Mr. Fry and Ms. Lewis on the Corrective Action Plan. Mr. Hartom stated that any questions that have been asked by the state have been answered.

### **DISCUSSION ITEMS**

#### **SCHOOL GRADE APPEAL**

Mr. Hartom stated that SSLC’s school grade appeal was denied and Ms. Lopez agreed to send the Council the NMPED Appeal Denial letter for them to look at. Mr. Hartom stated that the

reasoning behind the denial was participation rate and graduation rate. Ms. Lewis was curious as to why she was not sent the appeal beforehand and stated that she would have helped administration with it.

### **NMPED SITE VISIT UPDATE**

Mr. Hartom informed the Council that the Site Visit occurred and there were a few requests in the Exit meeting that were mentioned. Ms. Lopez provided the Council with her notes from the Exit meeting which contain the issues that need to be fixed. Mr. Hartom stated that the NMPED has yet to upload their official document requests into Web Epps and once they do so he will include Ms. Lewis and the Council on what they are requesting of the school. Ms. Lewis asked why she was neither invited nor aware of the NMPED visit and stated that she would have done prep-work to help the school. The Council asked the administration to include Ms. Lewis on any and all visits/document requests from NMPED from now on.

### **NMCCS CHARTER CONFERENCE DECEMBER 8-9**

Mr. Pahl informed the Council on the upcoming NMCCS Charter Conference. Mr. Pahl also informed the Council on becoming a member of NMCCS and the process and benefits of doing so.

### **STRATEGIC PLANNING – BOARD PRIORITY AREAS**

BRANDING/AdvancED – Mr. Hartom and the Council discussed board priorities and NM DASH

### **MONTHLY NMPED BOARD TRAINING**

Mr. Hartom presented the flyer regarding the Monthly NMPED Board training. Ms. Brody asked for all Council members to get all hours in in a timely matter.

### **LEASE PURCHASE AGREEMENT**

The Governing Council would like to consider entering into a Lease Purchase Agreement with the owner of its current building Mr. Rick Saylor. And so pursuant to NMSA §22-26A-6 and in compliance with the New Mexico Open Meetings Act the Governing Council:

- (1) Came to consensus that there is necessity for acquiring the building from Mr. Saylor through a lease purchase arrangement;
- (2) Estimated cost of the buildings and other real property needed to be six million dollars (\$6,000,000.00) or less;
- (3) Reviewed a summary of the terms of a proposed lease purchase arrangement from Mr. Saylor; and
- (4) Identified the source of funds for the lease purchase payments as likely to be capital outlay, HB33, and SB9 funds.

## ***INFORMATION ITEMS***

### **RECOGNITIONS**

Mr. Hartom, along with the SSLC Governing Council and SSLC staff recognized two students, Rachel Penner and Carter Thompson for being two semi-finalist National Merit Scholarship winners.

### **ACADEMIC COACH REPORT**

Ms. Lutz gave the Council an update on the staff, testing, and data.

### **PARENT UNIVERSITY/PTA**

Mr. Hartom informed the Council that there will be an introductory PTA meeting on October, 5<sup>th</sup> 2017 and that he would like to involve Parent University with the PTA in the future.

### **REPORT FROM SCHOOL ADMINISTRATION AND LEADERSHIP**

#### **DATA REPORT**

Mr. Hartom presented the Council with DATA packets which include data from testing this past year. Ms. Lopez informed the Council that she is working on the NCAA Application and it is a priority of hers to get this done in a timely matter – she will be presenting updates on NCAA every meeting.

#### **IT REPORT**

*None.*

### **CLOSED SESSION**

Ms. Keay moved for the SSLC Governing Council to precede into Closed Session Pursuant to Section 10-15-1 (H)(2) NMSA 1978, the Board will meet in closed session to discuss limited personnel matters regarding administrative reorganization and hiring based on administrative restructuring. and invites Ms. Lewis, and Mr. Hartom to join at a later time, and Mr. Fantozzi seconded the motion. Ms. Brody asked Savannah to take a roll call vote. Savannah called Mr. Fantozzi, yes; Ms. Brody, yes; Mr. Hendrickson, yes; Ms. Keay, yes; and Ms. Lansdell, yes. Ms. Brody closed the SSLC Governing Council Meeting at 6:40 PM.

### **OPEN SESSION**

Ms. Brody moved for the SSLC Governing Council to go back into an open session and Ms. Keay seconded. Ms. Brody stated that no action was taken, only matters discussed where matters on the agenda. Ms. Brody asked Savannah to take a roll call vote. Savannah called Mr. Fantozzi, yes; Ms. Brody, yes; Mr. Hendrickson, yes; Ms. Keay, yes; and Ms. Lansdell, yes. Ms. Brody opened the SSLC Governing Council meeting at approximately 7:42 PM.

Ms. Brody asked for a motion to approve the Corrective Action Plan of the Head Administrator, Mr. Kirk Hartom, as drafted by the school's attorney. Ms. Lansdell made the motion and Mr. Fantozzi seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed.

### **CLOSING BUSINESS**

### **ANNOUNCEMENTS**

Ms. Brody stated that the date of the next Regular Board Meeting is November 8<sup>th</sup>, 2017 at 5:00 PM in the Conference Room at SSLC.

### **ADJOURNMENT**

Ms. Brody asked for a motion to adjourn today's regular SSLC Governing Council meeting. Mr. Hendrickson made the motion and Ms. Keay seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed. Ms. Brody adjourned the meeting at 7:45 PM.