

NOTICE AND AGENDA  
SPECIAL MEETING OF THE GOVERNING BODY OF  
**SOUTHWEST PRIMARY LEARNING CENTER**

**Thursday, May 30, 2017, 5:00pm**

10301 Candelaria Rd NE (CONFERENCE ROOM), Albuquerque, NM 87112

[The mission of SPLC is to sustain a high-performing learning community.](#)

I. Call to Order

- A. Roll Call
- A. Pledge of Allegiance
- B. Adoption of the Agenda\*
- C. Review / Approval of Minutes from March 16, 2017 Special meeting\*
- D. Review / Approval of Minutes from March 28, 2017 Special meeting\*
- E. Review / Approval of Minutes from April 6, 2017 Special meeting\*
- F. Review / Approval of Minutes from April 27, 2017 Regular meeting\*
- G. Review / Approval of Minutes from May 18, 2017 Special meeting\*

II. Financial Update

- A. Finance Committee Report (committee met April 27, 2017)
- B. Business Office Operations Update
- C. Voucher Approvals\*
- D. Budget Adjustment Requests\*
- E. School Budget\*

III. Closed Session\*

A. Limited Personnel Matters as permitted under Section 10-15-1(H)(2) of the New Mexico Open Meetings Act, specifically to discuss the Head Administrator's employment contract, including possible action on the contract such as placement on administrative leave, and if necessary, appoint an Interim Head of School.

IV. Open Session\*

V. Head administrator contract\*

VI. Interim Head Administrator\*

VII. Ongoing Governing Body Business Matters

- A. Head Administrator Evaluation\*
- B. Governing Body Member Recruitment
  - 1. Current audit committee
    - a. Leah, Meredith, Sherry, & Stacey
  - 2. We need a volunteer for the finance committee.
    - b. Current members: Gabe, Meredith, & Ken
- C. Governing Body Policy Manual
  - 1. Overall revision including various policy clarification

- 2. Revise conflict policy and add conflict procedure to handbook
- D. PEC contract negotiations for SW Preparatory
- E. School Calendar
- F. Title 2, & IDEA-B (Robert)\*
- G. FAEA Art Grant \*
- H. Letters of Re-employment
- I. End of year reporting
- J. School Self Assessment
  - 1. Improvement Plan
- K. New School Business
  - 1. Communication to Staff
  - 2. Communication to Parents
  - 3. New Board

#### IV. SPLC Administrative Reports

- A. Head Administrator Report and summary
- B. Academic, Operations and Data Updates
  - 1. Data Report (Sharon)
    - a. School goal
    - b. Final analysis
    - c. Wait list
  - 2. IT Report (Tim)

#### V. New Business Matters

- V. Date for next Regular SPLC Governing Council Meeting – scheduled for Thursday, June 22, 2017, 5:00 PM

#### VI. Public Comment (5 minutes per individual with the right to allow more time from Governing Council President)

#### VII. Announcements

#### VIII. Adjournment\*

Note: \*Indicates Action/Approval Item

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Tasha Case at [tcase@samsacademy.com](mailto:tcase@samsacademy.com) or 505-338-8601 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats.