



GOVERNANCE COUNCIL
Board Meeting Minutes of
Tuesday, January 10, 2017

Board Members Present

Cheryle Brody, Deborah Lansdell,
Steve Oberg, Krista Key
Kayleigh Wood

Board Members Absent

Also in attendance

Sharon Huber, Joseph Lucero,
Kirk Hartom, Robert Pazstor

Public in attendance

Tim Walsh

These Minutes were approved on _____
By a vote of ____ Yes ____ No ____ Abstained ____ Absent

President

Notary Seal and Signature

**Submitted by
Taylor Bischoff**

CALL TO ORDER

Cheryle called the Southwest Intermediate Learning Center (SILC) Governing Council meeting to order on Tuesday, December 6, 2016 at 4:03pm in the Conference Room of Southwest Learning Center.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Cheryle asked Taylor to call roll. Taylor called Cheryle Brody, here; Deborah Lansdell, here; Steve Oberg, here; Kayleigh Woods, here; Krista Keay, absent. (Krista arrived at the meeting at 5:30pm).

ADOPTION OF THE AGENDA

Cheryle asked for a motion to approve today's SILC Governing Council Agenda. Kayleigh made the motion and Steve seconded the motion. Cheryle called for a voice vote, unanimous yes, Motion passed.

REVIEW / APPROVAL OF MINUTES from December 6, 2016

Cheryle asked her fellow Council Members if they had a chance to review the minutes from the regular SILC Governing Council meeting held on December 6, 2016 and they said yes. Cheryle listed the changes to be made to the minutes (below).

- Transpose Krista for Kayleigh because she was absent.

Cheryle asked for a motion to approve the December 6th minutes with the changes made. Kayleigh made the motion and Deborah seconded the motion. Cheryle called for a voice vote, unanimous yes. Motion carried.

RECOGNITION

No recognition

FINANCIAL REPORT

Cheryle asked if there had been anything to report from the Finance meeting.

Joseph informed the Board that the Finance Committee met earlier in the day to look at the finances.

- Joseph went into detail about the Revenue Report.
 - Joseph stated revenue came in at 48% of what was budgeted.

- Joseph reported expenses on the expenditure side, and stated that the school encumbered 54.63% of what was budgeted.
- Joseph went into detail about the Bank Activity for November.
 - Joseph stated revenues exceeded expenditures by \$13,690.72.
 - Joseph stated the school has a reconciled healthy cash balance of \$969,260.20.
 - Joseph further stated that outstanding items total \$6,737.31.
 - Joseph informed the Board of an error on the outstanding list.

Joseph moved on to the next item of his report, ***Voucher Approvals/Check Register Report.***

Joseph asked the Board to review the Check Register Report.

Cheryle asked for a motion to approve the Vouchers for the month of November. Kayleigh made the motion and Steve seconded the motion. Cheryle called for a voice vote, unanimous yes, Motion carried.

Joseph moved on to the next item of his report, ***Budget Adjustment Requests.***

- Joseph informed the Council that there are four BARs to approve.
 - Joseph stated that the first BAR is 0006-D
 - Joseph stated that the second BAR is 0007-M
 - Joseph stated that the third BAR is 0008-M
 - Joseph stated that the fourth BAR is 0009-D

Joseph asked for a motion to approve BARs 0006-D, 0007-M, 0008-M and 0009-D. Kayleigh made the motion and Steve seconded the motion. Cheryle called for a voice vote, unanimous yes, Motion carried.

Joseph and Heather leave the meeting at 4:20pm

PUBLIC COMMENT

No public comment

ADMINISTRATIVE REPORT

Kirk began with the first item on the report, ***SILC Academic Support Services Update.***

- Kirk informed the Council of academic services provided for SILC students who need individual assistance (below).
 - Hired a Math EA who is able to do one-on-one
 - Hired a Counselor to provide Counseling on social and emotional issues
 - School-Wide Data Analysis Training
 - One-on-one meeting with parents and teachers
- Kirk further explained that every two months substitute teachers come in to cover teacher's classroom for collaboration.

Kirk moved on to the next item, ***Upcoming Data Analysis Training.***

- Kirk stated that Data Analysis Training is January 19-20th from 9:00am-3:00pm.

Kirk moved on to the next item, *SILC Transition Procedures*

- Kirk stated that SPLC Joint Committee will change the name to “Preparatory” in the policy.
- Kirk informed the Council that after primary has their meeting at the end of the month he would put together the packet and send it to the two-committee members from SILC and SPLC to make changes, come together and vote.
- Cheryle stated that she will let Kirk know once they have an idea of the two members who will represent the committee for SILC.

Tim moved on to the next item, *IT Report*

- Tim informed the Council that letter of intent is posted on the website.
- Tim stated that they completed custom field migration in Power School. This is to comply with the changes that Power School is making to their database. Because it’s very particular and involved all of our data, we hired a company.
- Tim stated we would conduct another children’s Internet protections act training done by professions using a 45 minutes presentation.
- Tim further stated that Scholarchip has been set up and the alerts are configured as to who gets alerts when notified.
- Tim stated that he and Sharon are getting together to try and get a data committee now that the schools are merging. There may be some costs incurred with the new changes happening.

Sharon moved on to the next item, *Data Report*

- Sharon stated that each class for SILC should have 56 kids.
- Sharon stated that 7th grade has 46 students, 8th grade has 50 students and there are 3 on the waiting list for 7th and none for eighth grade.
- Sharon stated that as of today we have had 43 kids apply.
- Sharon informed the Council that we need to get our numbers up by February 12th.
- Sharon stated that the lottery would begin on Wednesday March 8th. Once we know what PEC says then we will put up the justifications for attending Power School University.
- Sharon explained that we are being forced to move from Power Teacher to Power Teacher Pro and we have to be certified in order to train teachers to do that.
- Sharon further explained that Katherine, a teacher from SILC who has been there the longest and who inputs grades would be trained in Power Teacher Pro to be able to train SILC teachers. There will be a backup once we get a Primary teacher certified.
- Sharon stated that we have kids from Intermediate, Primary and Secondary who made the Charter School District Spelling Bee, which will be held on January 17th.
- Sharon informed the Board that we are losing our Special Ed teacher this Friday, but we are hoping to use the Teacher that Kirk recommended.

OLD BUSINESS

Cheryle moved on to the first item of business, *Board Recruitment*.

- Cheryle informed the Council that we have fulfilled the requirements for the Audit Committee.
- Cheryle asked the Council is anyone is willing to step in to fill a position for the Finance Committee in replace of Kayleigh.

Cheryle moved on to the next item, ***SILC/SPLC Preparatory Committee***

- The Board agreed to wait on Kirk's email towards the end of the month to take the next step.
- Cheryle informed the Council to let us know if something comes up so we could come together and take action.

Cheryle moved on to the next item, ***Attorney Update.***

- *The Board goes into further discussion on Attorney updates.*

Kirk moved on to the next item, ***Lease Assistance and Lease-To-Purchase Statute.***

- Kirk stated that there has not a lot of movement with lease to purchase.
- Kirk stated that we met our obligations as far as lease assistance.
- Kirk further stated that he will meet with Cuddy and report back to Board.
- Cheryle informed the Council that she will update everyone once she gets the contract.

Kirk moved on to the next item, ***Board Training***

- The Board discussed an email Kirk sent out going over different ways and times to take the training.

CLOSED SESSION

Kayleigh moved for the SILC Governing Council to proceed into Closed Session, only matter subjected to the attorney-client privilege pertaining to threatened or pending litigation in which the public body is or may become a participant pursuant to NMSA 1979, Section 10-15-1 (H)(2) or limited personnel matters pursuant to NMSA 1978 will be discussed. Steve seconded the motion. Cheryle asked Taylor to take a roll call. Taylor called Cheryle Brody, yes; Deborah Lansdell, yes; Kayleigh Wood, yes; Steve Oberg, yes; Krista Keay, absent. Cheryle closed the session at 5:20pm.

Krista arrived at 5:30pm

OPEN SESSION

Kayleigh Wood moved for the SILC Governing Council to go back into Open Session, only matter subjected to the attorney-client privilege pertaining to threatened or pending litigation in which the public body is or may become a participant pursuant to NMSA 1979, Section 10-15-1 (H)(2) or limited personnel matters pursuant to NMSA 1978 were discussed and Steve seconded the motion. Cheryle asked Taylor to take a roll call. Taylor called Cheryle Brody, yes; Deborah Lansdell, yes; Kayleigh Wood, yes; Steve Oberg, yes; Krista Keay, yes. Cheryle opened the SILC Governing Council meeting at 6:30pm.

CLOSING

Next Regular Board Meeting: February 7, 2017 at 4:00pm.

ANNOUNCEMENTS

Cheryle will not be at the next board meeting and Kayleigh will be acting as president.

ADJOURNMENT

Cheryle asked for a motion to adjourn today's regular SILC Governing Council meeting. Kayleigh made the motion and Steve seconded the motion. Cheryle called for a voice vote, unanimous yes, Motion passed. Cheryle adjourned the meeting at 6:22 pm.