



GOVERNANCE COUNCIL
Board Meeting Minutes of
Tuesday, February 7, 2017

Board Members Present

Deborah Lansdell,
Steve Oberg, Krista Keay
Kayleigh Wood

Board Members Absent

Cheryle Brody

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

Krista called the Southwest Intermediate Learning Center (SILC) Governing Council meeting to order on Tuesday, February 7, 2017 at 4:05pm in the Conference Room of Southwest Learning Center.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Krista asked Taylor to call roll. Taylor called Cheryle Brody, absent; Deborah Lansdell, here; Steve Oberg, here; Kayleigh Woods, here; Krista Keay, here.

ADOPTION OF THE AGENDA

Krista asked for a motion to approve today's SILC Governing Council Agenda with the amendment of the next Board meeting on March 14th. Kayleigh made the motion and Steve seconded the motion. Krista called for a voice vote, unanimous yes, Motion passed.

REVIEW / APPROVAL OF MINUTES from January 10, 2017

Krista asked her fellow Council Members if they had a chance to review the minutes from the regular SILC Governing Council meeting held on January 10, 2017 and they said yes.

Krista asked for a motion to approve the January 10th minutes. Kayleigh made the motion and Deborah seconded the motion. Krista called for a voice vote, unanimous yes. Motion carried.

RECOGNITION

No recognition

FINANCIAL REPORT

Krista 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 62.65% of what was budgeted.
 - Joseph reported expenses on the expenditure side, and stated that the school encumbered 56.68% of what was budgeted.
- Joseph went into detail about the Bank Activity for January.
 - Joseph stated revenues exceeded expenditures by \$52,353.49.
 - Joseph stated the school has a reconciled healthy cash balance of \$1,021,613.69.

- Joseph further stated that outstanding items total \$11,654.41.
- Joseph discussed the two SB that passed from the last legislative session.

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.

Krista asked for a motion to approve the Vouchers for the month of January. Kayleigh made the motion and Steve seconded the motion. Krista 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 is one BAR to approve.
 - Joseph stated that the first BAR is 1617-1010-M IDEA-B

Joseph asked for a motion to approve BAR 1617-1010-M. Krista made the motion and Kayleigh seconded the motion. Krista called for a voice vote, unanimous yes, Motion carried.

Joseph left the meeting at 4:25pm

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 stated that he is working on a way to communicate the resources that are available to everyone.

Kirk moved on to the next item, ***Joint Powers Agreement***

- Kirk informed the Board that PSFA wants us to sign off through an agreement that we are going to work with them.
- The Board agreed to hold off on making any decisions until Cheryle is present.

Krista asked for a motion to table the Joint Powers Agreement until the next meeting. Kayleigh made the motion and Steve seconded the motion. Krista called for a voice vote, unanimous yes, Motion carried.

Kirk moved on to the next item, ***PED Financial Proposal For Consolidated Cash Transfer***

- Kirk stated that David Craig (Chief Financial Officer) and Sean Fry came to him to say that he needs to put a proposal together jointly with Primary to discuss why its important for all of this Cash to come over.

- Kirk stated that he told Sean there needs to be an official proposal coming from us to justify bringing the assets and cash over from SILC into the new consolidated Preparatory budget for next year.
- Kirk further explained that we won't need the Attorney's input until we put the document together.

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

- Kirk stated that we would introduce revised governance, staff, student, and financial revisions to the SILC/SPLC Joint Committee to simply transition the name change of "Preparatory" to policy.
- Kirk further stated that Weiner and Company has already started the process to designate value to fixed assets.

Kirk moved on to the next item, ***Results of Charter Schools Division Monitoring***

- Kirk stated that the school would need to provide CSD with the number of students eligible to return for the 2015/2016 school years.
- Kirk stated that CSD requested that the school provide evidence to ensure proper identification of all ELL students.
- Kirk further stated that the school's 2016 NM state report grade was a D. The school will need to submit all improvement plans.

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

- Tim stated that because of document imaging we were able to gain access to prior financial records.
- Tim informed the Board that we already have the intent to return, which Sharon sent out.
- Tim stated that Robert got an alert, which was a false alert, but it worked. There was somebody with the same name as a sex offender so when Robert went into the system, saw that the offender was not a parent, he was able to clear the parent.
- Tim informed the Board that he already got quotes for a new phone system and provider. We either need to stick with our own vendor or get a new system.
- Tim stated that he and Sharon are still working on E-rate and system consolidation issues.

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

- Sharon informed the Board that they quit drawing for 2016/2017.
- Sharon stated that for the 120-day tomorrow, Intermediate ended with a total of 99 and it should have been 112.
- Sharon explained that Special Ed has increased in Intermediate.
- Sharon stated we now have a new Special Education teacher.
- Sharon stated we sent out letters of intent to return to 4th grade and they all got sent back. It turns out that they sent us a template that did not include a request for emails. Thankfully, we were able to correct this issue.
- Sharon informed the Board that so far we have 15 4th graders, 18 5th graders, 37 6th graders, 17 7th graders and 15 8th graders.

OLD BUSINESS

Kirk moved on to the first item of business, *SILC/SPLC Preparatory Committee / Monthly Progression of Southwest Schools*

- Kirk stated that a couple members of the committee are putting together a monitoring cycle of all the things that we do throughout the year.
- Kirk proposes that they get together to discuss how they want name changes to occur and other changes that need to happen.
 - Deborah and Cheryle agreed to meet.

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

- Kirk informed the Board that the contract has been signed with the new attorney.

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

- Kirk stated that Board training is Wednesday February 22 from 5:30-8 and February 25 Saturday 9-11:30.

PUBLIC COMMENT

In order, Arielle Lansdell, Brenda Garcia, Jennifer Marquez, Trinity Marquez and Celeste Garcia voiced their concerns and issues on their Math Teacher.

- Arielle Lansdell is an 8th grade student who presented her concerns with her Math teacher and how she has subjected her and her fellow students to bullying, discrimination and disclosure of confidential information.
- Brenda Garcia is a parent to an 8th grade student and she voiced her issues and concerns about the lack communication and other inappropriate behavior from the teacher and hopes that the teacher is held accountable for her actions.
- Jennifer Marquez is a parent to an 8th grade student and she voiced her concerns on reports from multiple people that the teacher refuses to teach class and she see's her daughter struggling with Math because they are not getting the proper instruction and not getting grades back.
- Trinity Marquez is an 8th grade student and she voiced her problems with her math teacher; such as, not receiving full credit for work, sometimes she will not teach when she gets frustrated, lets the class know of unneeded information and she will speak inappropriate language.
- Celeste Garcia is an 8th grade student who voiced her issues on her teacher because she feels like she is being affected with her academics when the teacher does not properly teach.

CLOSED SESSION

Krista 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. Kayleigh seconded the motion. Krista asked Taylor to take a roll call. Taylor called Cheryle Brody, absent; Deborah

Lansdell, yes; Kayleigh Wood, yes; Steve Oberg, yes; Krista Keay, yes. Krista closed the session at 5:21pm.

OPEN SESSION

Krista 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. Krista asked Taylor to take a roll call. Taylor called Cheryle Brody, absent; Deborah Lansdell, yes; Kayleigh Wood, yes; Steve Oberg, yes; Krista Keay, yes. Krista opened the SILC Governing Council meeting at 6:22pm.

CLOSING

Next Regular Board Meeting: March 14, 2017 at 4:00pm.

ANNOUNCEMENTS

None.

ADJOURNMENT

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