



GOVERNANCE COUNCIL  
Board Meeting Minutes of  
Thursday, March 14, 2017  
(Re-created after tape recorder/notes stolen 3/17/2017)

**Board Members Present**

Cheryle Brody, Deborah Landsell,  
Steve Oberg, Krista Key

**Board Members Absent**

Kaleigh Wood

**Also in attendance**

Joseph Lucero, Heather Riley  
Kirk Hartom, Robert Pazstor,  
Sharon Huber

**Public in attendance**

None

These Minutes were approved on \_\_\_\_\_  
By a vote of \_\_\_ Yes \_\_\_ No \_\_\_ Abstained \_\_\_ Absent

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President

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Notary Seal and Signature

) Governing Council  
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## **PLEDGE OF ALLEGIANCE**

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

## **ROLL CALL**

Cheryle called roll. Cheryle called Deborah Landsell, here; Steve Oberg, here; Krista Keay, here; Kaleigh Wood absent.

## **APPROVAL OF AGENDA**

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

## **REVIEW / APPROVAL OF MINUTES from February 7, 2017**

Cheryle asked the Council Members if they had a chance to review the minutes from the regular SILC Governing Council meeting held on February 7, 2017 and they said yes.

Cheryle asked for a motion to approve the February 7, 2017 minutes. Deborah made the motion and Steve seconded the motion. Cheryle called for a voice vote, unanimous yes. Motion carried.

## **FINANCIAL REPORT**

Joseph informed the Board that the Finance Committee met previous to the board meeting 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 were 56.58%

Joseph went into detail about the Bank Activity for February.

- Joseph stated revenues exceeded expenditures by \$ 52,353.49
- Joseph stated the school has a reconciled cash balance of \$ 1,021,613.69
- Joseph stated that outstanding items total \$ 11,654.41

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 February. Steve made the motion and Deborah 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 two BARs to approve.

Joseph asked for a motion to approve BARs 1617-0010- M –IDEA B and 1617-0015-D.

Cheryle made the motion and Deborah seconded the motion. Cheryle called for a voice vote, unanimous yes, Motion carried.

## **OLD BUSINESS**

The Board moved on to *Old Business Matters*.

Cheryle discussed the Board Training at SSLC by NMCCS in February. Steve and Deborah reported that it was very beneficial. Deborah said she only attended 2.5 hours, so she would need an avenue to complete the training and hopefully inexpensively. Kirk said Board Training would be available at NMCCS Spring Conference at the end of June or you could enroll in training on-line.

The Board moved to SPLC/SILC New School Joint Committee business. Cheryle discussed the action item schedule that was utilized at the first Preparatory Committee meeting that was attended by herself, Deborah Landsell (SILC), Amber Romero (SPLC), and Marvin Larsen (SPLC).

The meeting for the Preparatory Committee was Wednesday, February 15, 2017 at 4:00pm at SSLC to organize converting to one school. There are issues in regards to the consolidation of the schools, so beginning this conversation will clarify the items to be addressed and recommended at each board meeting each month. The agenda SW Preparatory Bylaws, SW Preparatory name changes to GC Manual, Staff Handbook, and Student Handbook, Progress of SILC Cash Carry Over and Assets to SW Preparatory, Personnel Records Policy, and Preliminary SW Preparatory Budget.

Deborah was pleased to help with the Personnel Records policy with SPLC.

## **ADMINISTRATOR'S REPORT**

The Board moved on to the Head Administrator Report.

Kirk talked about the importance of the Board pursuing and working on a strategic plan that would give the board direction for goals they want to concentrate on for the next five years. Kirk gave examples of strategic plans and the processes boards use to develop a plan. A strategic plan could be worked on at a retreat on a Friday night and Saturday morning in the future.

Kirk stated that they have formed Calendar Committees to look at the possible school calendar schedules for next year. The committees were very productive and Administration should have a 17-18 Calendar for board approval next month.

Kirk moved on to the next item which is the *Performance Framework Monitoring Tool*. Administration with SPLC Board members developed the tool to track Board and Administrative state compliances month-by-month. It is useful to plan for Board Agenda item.

Kirk moved on to the next item to inform the board of the big *Professional Development Activities* that SSLC is involved with. The school is contracted with Education for the Future, Dr. Linda Ware of Geneseo University for PBIS, WIDA for Differentiated Instruction, crucial Conversations with Leadership, UVA Principals Pursuing Excellence Program, and New Horizons Computer Learning Center. Kirk stated that all these trainings relate to improving academics, support for struggling students, and improving leadership at the schools.

Sharon moved on to the *Data Report*. Sharon informed the Council that our numbers for students in Preparatory are steady. The lottery began on March 8<sup>th</sup>. Letters-of-Intent tabs are on the website for students through Info snap. We are in the middle of the 120 day reporting to the state. Sharon talked about Power School University in Florida and that Power School Pro is the upgraded teacher grading system. Sharon also talked about the upcoming Quality of Education Survey that would be sent to parents by the end of March.

## **PUBLIC COMMENT**

None

## **CLOSED SESSION**

Cheryle moved for the SILC Governing Council to proceed into Closed Session, only matter subjected to Section 10-15-1 (H)(2) or limited personnel matters pursuant to NMSA 1978 will be discussed. Deborah seconded the motion. Cheryle took roll call. Cheryle called Deborah Landsell, here; Steve Oberg, here; Krista Keay, here; Kayleigh Wood, absent.

## **OPEN SESSION**

Cheryle moved for the SILC Governing Council to go back into Open Session, only matters subjected 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 took roll call. Cheryle called Deborah Landsell, here; Steve Oberg, here; Krista Keay, here; Kayleigh Wood, absent. Cheryle opened the SILC Governing Council meeting.

The Governing Council moved to the discussion/action item with the Head Administrator Employment Contract.

Steve made a motion and Deborah seconded the motion to approve contract renewal for Head Administrator Kirk Hartom's contract. The SILC Governing Council **"would"** be renewing the Head Administrator Kirk Hartom's Employment Contract.

Cheryle took a roll call vote. Cheryle called Deborah Landsell- yes to renew; Steve Oberg, yes to renew, Krista Keay-yes to renew; and Cheryle Brody votes yes to renew; unanimous yes to renew, Motion carried 4-0.

Steve made a motion and Deborah seconded the motion to approve Head Administrator Kirk Hartom as Southwest Preparatory Head Administrator.

Cheryle took a roll call vote. Cheryle called Deborah Landsell- yes; Steve Oberg, yes , Krista Keay-yes; and Cheryle Brody votes yes; unanimous yes , Motion carried 4-0.

Cheryle stated conflict between SPLC and SILC in regards to the Head Administrator. Deborah made a motion and Krista seconded the motion that SILC invoke the terms of the of the Resolution Agreement signed September 26, 2016, for resolution between SILC and SPLC with respect to the conflict of the Head Administrator contract and composition of Southwest Preparatory Board.

Cheryle took a roll call vote. Cheryle called Deborah Landsell- yes; Steve Oberg, yes , Krista Keay-yes; and Cheryle Brody votes yes; unanimous yes , Motion carried 4-0.

Deborah made a motion and Steve seconded the motion to direct SILC Head Administrator Kirk Hartom to take no action in regards to the SILC assets until the stated conflict with the Head Administrator is resolved.

Cheryle took a roll call vote. Cheryle called Deborah Landsell- yes; Steve Oberg, yes , Krista Keay-yes; and Cheryle Brody votes yes; unanimous yes , Motion carried 4-0.

## **CLOSING**

The next meeting of the SILC Governing Board will be Tuesday, April 11, 2017 at 4:00pm at SSLC.

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