



REGULAR SCHEDULED GOVERNANCE COUNCIL MEETING MINUTES

Wednesday, November 18, 2020 @ 5:00pm

Meeting Room: Via Zoom

10301 Candelaria Rd. NE, Albuquerque, NM 87112

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT	ALSO IN ATTENDANCE	PUBLIC IN ATTENDANCE
Deborah Burns Gerald Garner Tammy Gerrard Michael Hamel Debra Jensen		Denise Dixson Chris Lutz Lisa Mora Heather Riley Zach Kirchgessner	Samuel Kamphuis Alex Krance Rebecca Weldon Amanda Shaner Allana Anaya-Lea

MINUTES RECORDED BY: Debra Jensen

Transcribed by: Dana Smith

These minutes were approved on 12-16-20

by a vote of: ☒ Yes ☐ No ☐ Absent ☐ Abstained

President:

Deborah Burns

Recorded by:

Debra Jensen

****Items up for approval during this meeting and/or required action taken, are in RED print.***

*****SSLC policies are available to the public. Please e-mail Dana Smith (dsmith@sslc-nm.com) to request a copy of the policy/policies as referenced within this document.***

OPENING BUSINESS

CALL TO ORDER

Mrs. Burns called the Southwest Secondary Learning Center (SSLC) Governing Council Board (GCB) Meeting to order on Wednesday, November 21, 2020, at 5:00pm via Zoom.

ROLL CALL

Mrs. Burns, present
Mr. Hamel, present
Mr. Garner, present
Ms. Gerrard, present
Mrs. Jensen, present

PLEDGE OF ALLEGIANCE

Mrs. Burns asked everyone to join her in the Pledge of Allegiance.

ADOPTION OF THE AGENDA

Mrs. Burns asked for a motion to adopt the agenda. Mr. Garner made the motion to adopt the agenda and Ms. Gerrard seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

REVIEW / APPROVAL OF MINUTES

Mrs. Burns asked for a motion to approve the minutes.

Ms. Gerrard made a motion to approve the minutes and Mr. Garner seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

ACTION ITEMS:

FINANCE REPORT

Zach Kirchgessner, from the Vigil group gave the finance report to the Governing Council.

FINANCE COMMITTEE UPDATE

No updates per Tammy Gerrard.

CHECK REGISTER (OCTOBER 2020)

Zach Kirchgessner presented the check register. Mrs. Burns asked for a motion to approve the Check Register/Voucher. Mrs. Jensen made the motion and Mr. Hamel seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

BANK RECONCILIATION (OCTOBER 2020)

Mrs. Burns asked for a motion to approve the Bank Reconciliation. Ms. Gerrard made the motion and Mrs. Jensen seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

BARS

BAR 531-000-2021-0011-I

Zach Kirchgessner presented the BAR for IDEA-B carryover.

Mrs. Burns asked for a motion to approve the above mentioned BAR. Mrs. Jensen made a motion and Ms. Gerrard seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

Zach Kirchgessner and Justin Vigil left meeting.

LOCAL DEMONSTRATION OF COMPETENCIES GRADUATION REQUIREMENTS

Mrs. Rebecca Weldon, testing coordinating, presented information regarding Local Demonstration of Competency for graduation purposes. PED indicated modified End of Course Exams may be used to demonstrate competencies for graduation as long as they are approved by the Board. Board was asked to add acceptance into military, a passing score in Dual Credit class/CLEP/AP in the appropriate subject (History, Math, Reading, Science and Writing) areas. Acceptance into a post-secondary Certificate or Apprentice Career Education Program was also included as an LDC.

Mrs. Burns asked for a motion to approve the Local Demonstrations of Competency. Mrs. Burns made the motion and Mr. Garner seconded the motion. Mr. Burns called for a roll call vote. Vote, unanimous yes, **Motion passed.**

BACKGROUND CHECK POLICY

Mrs. Burns asked for a motion to approve the Background Check policy with rolling background checks of 3 years added in. Mr. Hamel made the motion and Mr. Garner seconded the motion. Mrs. Burns called for a voice vote, unanimous yes, **Motion passed.**

AUTHORIZATION FOR HEAD ADMINISTRATOR TO EXPEND FUNDS FOR SOCIAL-EMOTIONAL SUPPORTS FOR STUDENTS AND STAFF DURING COVID-19 PANDEMIC WITHIN BUDGETARY CONFINEMENTS

The possibility of setting up an agreement with an outside provider for mental health services was discussed.

Mrs. Burns asked for a motion to approve the Authorization for the Head Administrator to expend funds for social-emotional supports for students and staff during the COVID-19 pandemic within budgetary confinements. Mr. Garner made the motion and Mrs. Burns seconded the motion. Mrs. Burns called for a voice vote, unanimous yes, **Motion passed.**

AUTHORIZATION FOR HEAD ADMINISTRATOR TO EXPEND ADVERTISING FUNDS FOR STUDENT RECRUITMENT WITHIN BUDGETARY CONFINEMENTS

The Board is focused on increasing enrollment. Mrs. Burns asked for a motion to approve the authorization for Head Administrator to expend advertising funds for student recruitment within budgetary confinements. Mrs. Jensen made the motion and Mrs. Burns seconded the motion. Mr. Burns called for a roll call vote, unanimous yes, **Motion passed.**

UPDATES

STUDENT COUNCIL REPRESENTATIVE:

Sam Kamphuis/Allana Anaya-Lea presented:

- *Students would like hats to be allowed in Zoom meetings, needs to be in writing.*
- *Virtual Spirit week is being held. Aimee Hennek was committed to having spirit week.*
- *Student Council will be having 2 events per month.*
- *Student Council surveys students to determine which events they would like to see.*

ACADEMIC DEAN (DENISE DIXSON)

- *One of six charter schools that received and spent CTE grant funding.*
- *61% of classes on track, Zoom attendance is fairly steady (~80-90% attendance), 57% of special education students behind, 56% Native American behind. Special Ed has seen an increase in those on track.*

DEAN OF STUDENTS (LISA MORA)

- *46 Chromebooks out, and 1 student on the waitlist. Chromebooks were ordered in July with an estimated delivery date of January-March.*
- *As COVID-19 point of contact- Lisa is required to report as cases increase. They are working to increase the number of people working from home. There have been positive cases, but none that occurred in the building.*
- *SSLC is not on the watch list.*
- *Attendance for Success meetings are being held with students.*

HEAD ADMINISTRATOR (CHRIS LUTZ)

- *Enrollment is 157. State is expecting a 9% decrease in graduation rates. 12,000 unaccounted for students statewide from spring enrollments.*
- *Sponsor teachers have referred 25 students to Graduation Alliance. 6 accepted and 5 declined.*
- *40-day report is approved and 80-day is in progress.*
- *Portable project is complete. Security bars have been installed on the windows.*
- *Capital outlay funds have been obligated, waiting for state approval, to include some IT equipment.*
- *Analytics-1300 impressions, website visits are up 35%.*
- *We need to increase the budget for advertising. Facebook ads are running.*
- *Website adjustments continue.*
- *Students are indicating internet/tech are not barriers, but distractions are due to outside influences.*
- *Other advertising agencies do not want to work with SSLC and have to interface with WSI. Discussed advertising on television.*
- *Wi-Fi is installed in the parking lot.*

UPDATES

ACADEMIC COMMITTEE UPDATE

None

AUDIT COMMITTEE UPDATE

None

ON-BOARDING COMMITTEE UPDATE

None

RECRUITMENT COMMITTEE

Need to check with Patty Matthews to see if students can be included in a competition for the most traffic directed to advertisements.

DISCUSSION:

Need to discuss a CLR- Culturally and Linguistically responsibility committee. Staff will not return to the building after Thanksgiving.

Aimee Hennek was recognized for her contribution and support to SSLC.

PUBLIC COMMENT

Alec Krance suggested surveying the current parents and students to determine what brought them to the school and what keeps them here. Also, ask them how they found the school.

CLOSING BUSINESS

ANNOUNCEMENTS

None

ADJOURNED AT: 7:40 PM

The meeting adjourned. The next regular scheduled Governing Council Board Meeting is December 16, 2020 at 5:00 via Zoom.

