



REGULAR SCHEDULED GOVERNANCE COUNCIL MEETING MINUTES

Wednesday, January 20, 2021 @ 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 Kimberly Walsh Alec Krance

MINUTES RECORDED BY: Debra Jensen

Transcribed by: Dana Smith

These minutes were approved on 2-17-21

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, January 20, 2021, at 5:04pm 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 Mrs. Jensen seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

REVIEW / APPROVAL OF MINUTES 12-16-20

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

Mrs. Burns 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. SEG will be adjusted according to numbers at the 40 day count and will occur in February.

FINANCE COMMITTEE UPDATE

Tammy Gerrard talked about the State Equalization Guarantee (SEG) and upcoming adjustments. SSLC staff and business office will organize a training regarding SEG and the formula used to calculate it. SSLC is waiting on the lease assistance award.

CHECK REGISTER (DECEMBER 2020)

SSLC is still receiving restitution checks from Scott Glasrud. Chris Lutz will check again to see if this check needs to go to NMPSIA. Zach Kirchgessner presented the check register. After discussion Mrs. Burns asked for a motion to approve the Check Register/Voucher. Mr. Hamel made the motion and Mrs. Burns seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

BANK RECONCILIATION (DECEMBER 2020)

No variance found. After discussion Mrs. Burns asked for a motion to approve the Bank Reconciliation. Mrs. Jensen made the motion and Ms. Gerrard seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

BARS

Zach Kirchgessner presented the BARS:

- BAR 531-000-2021-0019-IB: (Governors Emergency Education Relief Fund to support connectivity)
- BAR 531-000-2021-0020-IB (HEPA filter award) HEPA filters are required in all rooms for re-opening. The award is not sufficient to cover the cost of HEPA filters for the entire school.

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

Zach Kirchgessner and Heather Riley left meeting.

DESIGNATION/VOTE OF NEW COUNCIL MEMBER*

Mr. Alec Krance is self-nominated and willing to join the SSLC Governance Council. His resume was stellar and included experience with "Teach for America" and IT. Board will confirm what number constitutes a quorum now that the board has 6 members.

After discussion, Mrs. Burns asked for a motion to approve the designation of Mr. Alec Krance to become a new Governance Council member. Mr. Hamel made the motion and Mr. Garner seconded the motion. Mrs. Burns called for a roll call vote. Vote, unanimous yes, **Motion passed.**

DESIGNATION OF SSLC EQUITY COUNCIL IN LIEU OF GC CULTURALLY RESPONSIVE COMMITTEE WITH REPORTS TO BOARD ON AN AS NEEDED BASIS

Ms. Gerrard attended a meeting indicating need for Culturally Responsive Committee. Chris Lutz confirmed with Melissa Brown/CSD, who said it is not a requirement to have a separate committee.

After discussion, Mrs. Burns asked for a motion to approve the designation of SSLC Equity Council in lieu of Governance Council Culturally Responsive Committee with reports to the Board on an as needed basis. Ms. Gerrard made the motion and Mrs. Burns seconded the motion. Mrs. Burns called for a voice vote, unanimous yes, **Motion passed.**

EXTENSION OF THE EMERGENCY PAID SICK LEAVE AND EXPANDED MEDICAL LEAVE POLICY, ORIGINALLY PASSED AUGUST 19, 2020 TO THE END OF FY21 EMPLOYEE CONTRACT PERIODS

Extend the policy for teachers through May 19, 2021. Extend for year round employees through June 30, 2021.

A motion was made to modify the effective date of the policy to run through, at a minimum, June 30, 2021 or to automatically extend beyond that date to the extent US Congress extends the provisions there of.

Mrs. Burns asked for a motion to extend the Emergency Paid Sick Leave and Expanded Medical Leave Policy to the end of FY21. Mrs. Burns made the motion and Mr. Garner seconded the motion. Mrs. Burns called for a voice vote, unanimous yes, **Motion passed.**

UPDATES

STUDENT COUNCIL REPRESENTATIVE:

Sam Kamphuis presented:

- *Hamilton movie night was held and next week is Trivia night. Kahoot Pro will be used.*
- *Service projects are being discussed.*
- *Blood drive is being organized (Links will be sent out).*
- *Student Council would like to move money from Activities Fund into a separate Student Council fund, so students know how much they have. It was suggested that Sam speak with Zach.*
- *ESports is starting up. Suggested team to go to NMAA to expand the list of approved games. NMAA has approved start date of February 1, 2021, but need to check with the Charter League.*
- *Started SEL Social Hour. They are calling it "Fixed Time". It will be held 1 time per month.*
- *Yearbook will be put together.*

ACADEMIC DEAN (DENISE DIXSON)

- *73% of courses earned credit. 2018 was 65%, 2019 was 80%, 2020 was 73%.*
- *SPED- Native population increased substantially from November through December.*
- *English, Math, and Social Studies accounted for most courses not completed.*
- *37 students with no special needs didn't receive credit. They struggled with absenteeism. They have been contacted and teachers will work with them earlier this semester.*

DEAN OF STUDENTS (LISA MORA)

- *50 Chromebooks are checked out and we have an additional 60 Chromebooks that were ordered. No students are on the waitlist.*
- *10% of the staff must be tested for COVID 2 weeks prior to opening.*
- *Surveillance will continue at least through February.*
- *1 positive student was reported to the state.*
- *We are required to report lab positive cases.*
- *Attendance interventions will begin again next week.*
- *We are continuing to refer to Graduation Alliance. 7 are in and 6 have opted out.*
- *Equity Council meets next month. Equity Council has not met since September while waiting for further direction from the State.*

HEAD ADMINISTRATOR (CHRIS LUTZ)

- Enrollment is 163. 2 seniors finished in December. Lost some students struggling with attendance. We had a net gain of 6 students.
- Question about the ability given to Chris Lutz by the board to stay remote until it became possible to reopen. Chris will go over all requirements for reopening and make sure HEPA filters and testing are in place.
- State will be requesting a waiver for testing (SAT School Day and NMASR) from the Department of Education.
- The State is not asking for a submitted plan for graduation.
- 80 Day reporting was submitted on time.
- Requested \$68,000 in special capital outlay from legislature.
- Preliminary Site Visit report from January 28, 2020 visit- responses are due February 8, 2021. ELL and SPED issues need to be addressed. Difficulties with the upcoming site visit were discussed.
- Facebook Ad is up and going. Since last night, 26 clicks.
- WSI/Google Pay per Click – cited 146 actions from 2,035 searches. Rankings got us on page 1 and another on page 2.
- National Merit Qualifying Test January 27 and ASVAB will be February 26.
- Meeting with Ms. Matthews regarding SPLC Lease Agreement drafting.

UPDATES

ACADEMIC COMMITTEE UPDATE

In waiting period to see what will be possible for summer programs.

ON-BOARDING COMMITTEE UPDATE

Alec Krance's paperwork needs to be submitted prior to training.

AUDIT COMMITTEE

Met with Clifton, Larson and Allen LLP representatives on January 14, 2021 and CLA report that guidance for CARES act procedures are in place and anticipate the audit will go to the State at the end of January with a release date of late February or early March.

CLOSED SESSION

PURSUANT TO SECTION 10-15-1 (H) (2), THE BOARD WILL MEET IN CLOSED SESSION TO DISCUSS LIMITED PERSONNEL MATTERS:

Mrs. Burns asked for a motion to go into closed session. Mrs. Burns made the motion and Mrs. Jensen seconded the motion. Mrs. Burns called for a voice vote, unanimous yes, **Motion passed.**

TIME INTO CLOSED SESSION: 6:50

Chris Lutz, Lisa Mora and Alec Krance were invited to attend.

TIME BACK FROM CLOSED SESSION: 7:33

Michael Hamel stated that we came out of closed session and only items pertaining to the limited personnel matters were discussed.

ACTION ITEMS OR NONE? NONE

DISCUSSION:

Deborah Burns made a request for education initiatives that her non-profit can get into the hands of freshmen and sophomores. Legislators would have an increased chance of getting it in front of powerful legislators.

PUBLIC COMMENT

Two of the new students came to the school through the new website.

CLOSING BUSINESS

ANNOUNCEMENTS

The next regular scheduled Governing Council Board Meeting is February 17, 2021 at 5:00 pm via Zoom.

ADJOURNED AT: 7:36 PM