



REGULAR SCHEDULED GOVERNANCE COUNCIL MEETING MINUTES

Wednesday, February 17, 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 (no Audio until 5:10) Alec Krance (joined at 5:11)		Denise Dixson Chris Lutz Lisa Mora Heather Riley Zach Kirchgessner Kimberly Walsh	Samuel Kamphuis

MINUTES RECORDED BY: Debra Jensen

Transcribed by: Dana Smith

These minutes were approved on	<u>3-17-21</u>
by a vote of:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent <input type="checkbox"/> Abstained
President:	<u>Deborah Burns</u>
Recorded by:	<u>Debra Jensen</u>

****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, February 17, 2021, at 5:03pm via Zoom.

ROLL CALL

Mrs. Burns, present
Mr. Hamel, present
Mr. Garner, present
Ms. Gerrard, present
Mrs. Jensen, present
Mr. Alec Krance, present @ 5:11

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. Gerrard made the motion to adopt the agenda and Mr. Garner seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed**. Debra Jenson had no audio at this point and Alec Krance wasn't present yet.

REVIEW / APPROVAL OF MINUTES 1-20-21

Mrs. Burns asked for a motion to approve the minutes. Mr. Garner made a motion to approve the minutes and Ms. Gerrard seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed**. Debra Jenson had no audio at this point and Alec Krance wasn't present yet.

ACTION ITEMS:

FINANCE REPORT

Zach Kirchgessner, from the Vigil group presented the finance summary to the Governing Council through January 31, 2021.

FINANCE COMMITTEE UPDATE

Tammy Gerrard reported that it looks like funds will not be swept for return to the state. Operational fund will be decreased due to a decrease in SEG payment.

CHECK REGISTER (JANUARY 2021)

Discussion of CES and their services. Also discussed vendors that have been vetted by CES but bill separately. Zach Kirchgessner presented the check register. After discussion Mrs. Burns asked for a motion to approve the Check Register/Voucher. Mrs. Jensen made the motion and Ms. Gerrard seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed**.

BANK RECONCILIATION (JANUARY 2021)

After discussion Mrs. Burns asked for a motion to approve the Bank Reconciliation. Mr. Hamel made the motion and Mr. Garner seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed**.

BARS

Zach Kirchgessner presented the BARS:

- BAR 531-000-2021-0021-T: Cares Act-Technicality \$1.00 moved so that the function remains positive.
- BAR 531-000-2021-0022-D: SEG decreased by \$73,000 therefore, decreased the budget by the same amount.

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

AD HOC COMMITTEE FORMATION- SSLC/SPLC SUB-LEASE AGREEMENT REVIEW*

Ms. Lutz proposed that the Governance Council form an Ad Hoc committee to review the sub-lease with SPLC in preparation for the LPA. The Ad Hoc committee will review the lease in detail and recommend to the entire Governance Council. The sub-lease agreement review would then be presented to the board for approval at the March meeting. SPLC will be bringing the same request to their board. The joint committee will meet to discuss any needed changes. School counsel would be available to advise members. Mrs. Burns and Mr. Hamel volunteered to review the sub-lease agreement with Ms. Gerrard as an alternate. After this discussion Mrs. Burns asked for a motion to create an Ad Hoc committee to review the SSLC/SPLC Sub-Lease Agreement. Mrs. Burns made the motion and Mr. Hamel seconded the motion. Mrs. Burns called for a roll call vote. Vote, unanimous yes, **Motion passed.**

*Motion was amended motion to make clear that committee is temporary and being formed to make recommendations to the entire board.

Zach Kirchgessner and Heather Riley left meeting.

UPDATES

STUDENT COUNCIL REPRESENTATIVE:

Sam Kamphuis presented:

- *A request to budget and designate funds for student council use for Prom and other activities*
- *Last week was the most attended activity.*
- *Next month there will be student council led SEL's.*
- *Student council is collecting items for delivery to the "The Rock Homeless Shelter".*
- *Student council is organizing a blood drive and supplying a link to those interested.*
- *Student council would like \$5,000 for homecoming.*
- *Legal Legends are undefeated.*
- *Student council would like \$5,000 for a nice venue for prom and additional funds for decorations, food, etc. to compete with proms held at the public schools.*
- *Candy grams 2 times a year.*
- *Sam would like \$20,000 for activity budget.*
- *Concerns about yearbook creation and knowing the new students.*

SPECIAL EDUCATION DIRECTOR

Special Ed currently consists of 2 Special Ed teachers, 1 EA, Diagnostician, Social worker and Speech-Language Pathologist.

- *24 students with IEP's*
- *9 with major concerns- completing coursework, and mental health.*
- *6 with some concerns.*
- *9 with few or no concerns.*
- *To address COVID concerns, the Special Education department has scheduled more frequent interaction and practicing mindfulness.*
- *Once a student turns 14 transition plan guides the rest of their education. DVT (Division of Vocational Rehabilitation did a presentation for the school.*
- *102 assigned courses to special education students*

ACADEMIC DEAN (DENISE DIXSON)

- *60% of courses are on track.*
- *1st Semester, 74 students behind (some of those are new students).*
- *Special Education: 62% behind, Native American: 56% on track and new students 51% on track.*
- *Dis-enrolled 2 Native American students due to non-attendance.*
- *Many struggling students have chosen to remain remote (no indication why they won't come back).*
- *Increased contact from sponsor teacher hasn't led to increased coursework.*

DEAN OF STUDENTS (LISA MORA)

- *52 Chromebooks are checked out and waiting to get some Chromebooks back from dis-enrolled students.*
- *Surveillance testing going on about 6 weeks. No positive cases detected. We have been testing slightly above the minimum required 12.5%.*
- *Attendance – strong correlation between students in higher intervention tiers and students behind in course progress.*
- *Equity council coach assigned, 2/25/21 is statewide equity council meeting.*
- *Discussion about possible rewards to help keep students on track. Maybe, ask student council about effective rewards. Perhaps, giving a quiz bypass. Final exams are mandated. Also, instead of demerits give merits.*

HEAD ADMINISTRATOR (CHRIS LUTZ)

- *Enrollment is 158. Lost 2 Native American students.*
- *Preliminary site visit responses were submitted on time.*
- *Statewide school enrollment is down and therefore funding will hopefully be based on 2020 numbers.*
- *COVID related site visit/inspection for reopening with Karen Woerner is scheduled for Wednesday, February 24 at 3:00 pm.*
- *42 of 158 students opted to come back for in-person learning.*
- *Risk Assessment by POMS will be done in March.*
- *ESSER funds of \$155,000 have been awarded to offset COVID related expenses and will be available if applied for (these are supplemental funds). Will be available after CARES Act funds are expended beginning in FY22.*

UPDATES

ACADEMIC COMMITTEE UPDATE

None

ON-BOARDING COMMITTEE UPDATE

Alec Krance is in the process of completing training.

RECRUITING COMMITTEE

Facebook 1/19/21 start with 463 link clicks. Have reached about 11,000, currently 10-20 clicks per day. Viewed by more women and viewed most by women over 65. The amount spent is \$413. We need to analyze what happens once people click on the school link. Will work with the website creator to analyze traffic. Request to Ms. Matthews before targeting teenagers for ads on Instagram. We need to ask new students where they are learning about SSLC.

AUDIT COMMITTEE

Still waiting for Audit to go public.

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 Mr. Krance seconded the motion. Mrs. Burns called for a voice vote, unanimous yes, **Motion passed.**

TIME INTO CLOSED SESSION: 6:52

Chris Lutz and Lisa Mora were invited to attend.

TIME BACK FROM CLOSED SESSION: 7:05

Mrs. Burns asked for a motion to come out of closed session.

ACTION ITEMS OR NONE?

No action items. Only matters regarding limited personnel matters were discussed.

DISCUSSION: DISCUSSION/INFORMATION ON STAFF/PARENT SURVEYS. STUDENT RETURN TO IN-PERSON LEARNING DRAFT SCHEDULE

120 responses, 75% wanted to remain remote. 41 want to return to in-person teaching. 9 requested bus services. Divided 42 into 2 groups (A-J Monday/Tuesday and K—Z Wednesday/Thursday). Groups will meet in the morning with five teachers. 3 teachers and 1 staff member have chosen to not return in person. One special education teacher will be in person and will be able to pull students out for specialized instruction.

DISCUSSION: Lisa Mora expressed appreciation for tuition reimbursement.

ANNOUNCEMENTS: Governance council training due June 30, 2021.

ADJOURNED AT: 7:28 PM

The meeting adjourned. The next regular scheduled Governing Council Meeting is March 17, 2021 at 5:00 via Zoom.