



REGULAR SCHEDULED GOVERNANCE COUNCIL MEETING MINUTES

Wednesday, March 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 Alec Krance		Denise Dixon Zach Kirchgessner Christine Lutz Patricia Matthews Lisa Mora (joined @5:05) Heather Riley Kimberly Walsh	Samuel Kamphuis

MINUTES RECORDED BY: Debra Jensen

Transcribed by: Dana Smith

These minutes were approved on	<u>4-21-21</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>Dana Smith</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, March 17, 2021, at 5:02 pm via Zoom.

ROLL CALL

Mrs. Burns, present
Mr. Hamel, present
Mr. Garner, present
Ms. Gerrard, present
Mrs. Jensen, present
Mr. Alec Krance, 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 Mr. Krance seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

REVIEW / APPROVAL OF MINUTES 2-17-21

Mrs. Burns asked for a motion to approve the minutes after review or the February 17, 2021 minutes. Mr. Garner made a motion to approve the minutes and Mr. Krance seconded the motion with the correction to remove highlighted area in the Dean of Students Report. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

ACTION ITEMS:

FINANCE REPORT

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

FINANCE COMMITTEE UPDATE

Tammy Gerrard reported that Justine Vigil will be replaced by Zach Kirchgessner going forward.

CHECK REGISTER (FEBRUARY 2021)

Received Lease Reimbursement for Q2, SEG deposit in February 2021.

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

BANK RECONCILIATION (FEBRUARY 2021)

After discussion Mrs. Burns asked for a motion to approve the Bank Reconciliation. Mrs. Jensen 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 531-000-2021-0023-T** Transfer moves funds from Function 1000 (Cares Act) to 2600 (Cares Act) to clean up a negative balance. This will fix amount overspent on PPE purchases.

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

SUB LEASE WITH SOUTHWEST PREPARATORY LEARNING CENTER

Sub-lease with SPLC will help defray the cost of the Lease to Purchase. As members of the Ad Hoc Lease Review committee Michael Hamel and Deborah Burns reviewed the Sub-Lease. Ms. Matthews answer the question what happens in the case of default? LPA can be transferred to another public entity or reverts to Saylor Family Trust and terms would need to be negotiated w/SPLC. Ms. Matthews explained that SSLC is in the final stages of has acquiring the building through an LPA w/Saylor Family Trust. Sub-lease when approved and signed it will become effective 4-1-2021. As of 4-1-2021 SSLC becomes lessor. Once LPA has been signed the building becomes public and mill levies can be used for improvements. The purpose of the sub-lease is for the two schools to work cooperatively and to access public dollars without needing to access operational dollars to respond to the needs of students .

Mrs. Burns made the motion to approve the Sub-lease Agreement between Southwest Secondary Learning Center and Southwest Preparatory Learning Center as presented and to be effective April 1, 2021 and, further, authorizing the President of the Governing Council to execute said Sublease. Mr. Hamel seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

Mrs. Burns made the motion to cancel the Lease between Saylor Family Trust LLC and Southwest Preparatory Learning Center as of April 1, 2021, which lease was assigned to SSLC effective April 1, 2021. The cancellation is on the condition that the Southwest Preparatory Learning Center's Governing Body approves the Sub-lease between it and the Governing Body of Southwest Learning Center approved this March 17, 2021. If the SPLC Governing Body approves the Sub-lease without changes, cancellation of the Lease will be automatic and without further action of this Governing Council. Mr. Hamel seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

Zach Kirchgessner and Heather Riley left meeting.

UPDATES

STUDENT COUNCIL REPRESENTATIVE:

Sam Kamphuis presented:

- *New starting 3-18-21 "Jack Box" games begin.*
- *Sam Kamphuis' dad participated in SEL for suicide prevention.*
- *Pending Ms. Lutz approval and government guidelines, an in person activity will be planned for 4-9-21. Student Council is hoping to do 4 events per month both in-person and online.*
- *Currently shopping for a sound system.*
- *Trying to find a dedicated Student Council storage space.*
- *4-12 through 4-16 would like snacks to celebrate in-person learning.*

ACADEMIC DEAN (DENISE DIXSON)

- *62% on track and 38% behind.*
- *SPED 62% behind, 504 59% on track, Native 70% on track. Gains in all areas except SPED.*
- *More students on track.*
- *About 42 students are in-person.*

DEAN OF STUDENTS (LISA MORA)

- *No waitlist for Chromebooks.*
- *Attendance is still an issue.*
- *At the February statewide meeting SSLC was assigned an equity coach.*
- *Soft deadlines are in place, waiting to be contacted by our equity coach.*
- *Equity Council has a representative from each of the groups mentioned in Martinez-Yazzi lawsuit. The school point of contact is Lisa Mora. The council meets together and represents SSLC and SPLC through an approved consortium.*

HEAD ADMINISTRATOR (CHRIS LUTZ)

- *Enrollment is 158. Lost 2 to GED.*
- *All items addressed in Preliminary site visit have been corrected to "working to meet standards" other than the audit finding, which cannot be changed.*
- *A parent member will be joining the Audit Committee (not the board).*
- *Family survey- 68-70% of students want to remain remote. SPLC is about 50% returning.*
- *The State of NM applied for a waiver for summative assessments the NMPED rescinded its application, but did apply for a compliance waiver regarding the 95% participation rate.*
- *SSLC will possibly receive about \$52,000 in capital outlay that will be used for Smart Lab. This will cover about half of the cost of upgrades and will come from capital outlay instead of operational funds. Available on 7-1-21 if signed by Governor.*

UPDATES

FINANCE COMMITTEE: UNDERSTANDING TERMINOLOGY

Tammie Gerrard will do short trainings for the board and a committee will put together a list of vocabulary. In the interest of time, the board will review the list before the next board meeting and will go over it at that time.

ON-BOARDING COMMITTEE UPDATE

The committee met on Monday March 8, 2021. The last ad was frozen and a new updated ad will be created to be rerun as soon as practical.

AUDIT COMMITTEE

Covered in Head Administrators update.

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

TIME INTO CLOSED SESSION: 7:00

Chris Lutz, Lisa Mora were invited to attend.

TIME BACK FROM CLOSED SESSION: 7:07

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: None

ANNOUNCEMENTS:

Zach Kirchgessner will be taking over as business manager.

Spring Break for Staff and Students is March 22-26.

Governance Council training due: June 30, 2021.

Budget season is April with approval coming in May.

ADJOURNED AT: 7:11 PM

The meeting adjourned. The next regular scheduled Governing Council Board Meeting is April 21, 2021 at 5:00 via Zoom.