



Regular Governance Council  
Board Meeting Minutes of  
Wednesday, August 9<sup>th</sup>, 2017

**Board Members Present**

Vic Fantozzi, Cheryle Brody,  
Steve Garrett, Deborah Lansdell,  
Krista Keay

**Board Members Absent**

Sean Hendrickson

**Also in Attendance**

Kirk Hartom, Daniel Ivey-Soto (phone),  
Heather Riley, Joseph Lucero,  
Rebekah Cawley, Abby Lewis, Chris Lutz

**Public in Attendance**

Renee Morgan

These minutes were approved on 9/13/17  
By a vote of  yes \_\_\_ no 1 absent  abstained

CBrody \_\_\_\_\_ President

Sund \_\_\_\_\_ Board Secretary

Submitted by  
Savannah Lopez  
Secretary to the Board

*(\*Items up for approval during this meeting are in RED)*

## **CALL TO ORDER**

Mr. Fantozzi called the Southwest Secondary Learning Center (SSLC) Regular Governing Council meeting to order on Wednesday, August 9<sup>th</sup> at 5:04 pm in the Conference Room of Southwest Learning Center at 10301 Candelaria Rd. NE.

## **ROLL CALL**

Mr. Fantozzi asked Savannah to call roll. Savannah called Mr. Fantozzi, here; Mr. Garrett, here; Mr. Hendrickson, absent; Ms. Brody, here; Ms. Lansdell, here; Ms. Keay, here.

## **PLEDGE OF ALLEGIANCE**

Mr. Fantozzi asked everyone to stand and join him in the Pledge of Allegiance.

## **ADOPTION OF THE AGENDA**

Mr. Fantozzi asked for a motion to adopt the agenda. Mr. Garrett made the motion to adopt the agenda and Sean seconded the motion. Mr. Fantozzi called for a voice vote, unanimous yes, Motion passed.

## **REVIEW / APPROVAL OF MINUTES from July 26<sup>th</sup>, 2017 regular meeting**

Mr. Fantozzi asked for a motion to approve the minutes from July 26<sup>th</sup>, 2017. Mr. Garrett made the motion and Mr. Fantozzi seconded the motion. Mr. Fantozzi called for a voice vote, unanimous yes, Motion passed.

## **PUBLIC COMMENT**

*None.*

## **ACTION ITEMS:**

## **ELECTION OF GOVERNING BOARD OFFICERS**

Mr. Fantozzi opened the floor to nominations for President...

Ms. Lansdell nominated Ms. Brody for President of the SSLC Governing Council.  
Ms. Keay seconded the nomination of Ms. Brody for President of the SSLC Governing Council.

*Mr. Fantozzi called for a voice vote, unanimous yes, Motion passed.*

Ms. Brody accepted the position of the SSLC Governing Council President.

Ms. Brody opened the floor to nominations for Vice President...

Ms. Lansdell nominated Ms. Keay for Vice President of the SSLC Governing Council.

Mr. Fantozzi seconded the nomination of Ms. Keay for President of the SSLC Governing Council.

*Ms. Brody called for a voice vote, unanimous yes, Motion passed.*

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**The Council recognized and accepted a resignation from Cherita Lamb at this time.**

### **COST AND RESOURCE SHARING GOVERNING COUNCIL POLICY, COST AND RESOURCE SHARING MOU, RESOURCE MOU WITH SPLC**

Ms. Lewis informed the Council that she will work with the Administration on a Memorandum of Understanding which will include the cost and resource sharing agreements between SSLC and SPLC.

Ms. Lewis informed the Council that if they would like they could put a policy in place before the MOU is generated and she will work on that policy and MOU with the administration. Ms. Lansdell asked for a timeframe. Ms. Lewis stated that the policy should be ready to be voted on at the next regular meeting although the MOU might take a bit longer. Ms. Lewis stated that the Council will be notified should they expect to see the MOU at the next meeting as well as the policy.

### **OPEN MEETINGS ACT RESOLUTION**

The Governing Council read the OMA, with the time change from 4:00 p.m. and 5:00 p.m. Ms. Brody asked for a motion to approve the Open Meetings Act Resolution. Ms. Keay made a motion to approve the Open Meetings Act Resolution and Ms. Lansdell seconded to motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed.

### **SUGGESTED ADDITIONS TO GC POLICY MANUAL AND MOU's**

Ms. Lewis stated that she would like ideas and/or suggestions from the Council members on their Governing Council Policy.

Ms. Lansdell presented a branding idea. \*A discussion took place between the Council and administration about branding, the school logo, the font, etc. \*Chris Lutz agreed to send an e-mail out to the staff/students stating that SSLC is taking in logo ideas at the moment.

Ms. Keay asked if there were any requirements to be on the board. Ms. Lewis answered that there is not because the statute does not allow requirements but stated that she would look into it and let them know at the next meeting.

Ms. Lansdell asked if there could be a length of term added to the Governing Council Policy Manual and Ms. Lewis answered that she would also look into that.

After a brief discussion the Council decided to add a Length of Term of 2 years to serve as President and 5 years to serve as a member on the Council in the Governing Council Policy Manual.

Ms. Brody asked for a motion to approve the Length of Term decision. Ms. Keay made the motion and Mr. Fantozzi seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed.

## **SSLC REVISED BY LAWS**

The By Laws were presented to the Governing Council as a change was asked to be made from "a range of 5 to 9 members" to the exact number "6 members" on the Governing Council. The Council read through the By Laws. Ms. Brody asked for a motion to approve the SSLC Governing Council By Laws. Ms. Keay made the motion and Ms. Lansdell seconded the motion. Ms. Brody called for a voice vote, unanimous yes; Motion passed.

## **FINANCE REPORT**

**Joseph provided a detailed update on the July financials.**

*(If any public would like a copy of the financials for June please contact the Board Secretary at [slopez@samsacademy.com](mailto:slopez@samsacademy.com), below is a brief summary)*

Business Managers have finances for July 2017 for review. There is 1 BAR

Finance reports:

- Revenues are 7.35% of budgeted
- Expenditures are 46.68% to budget
  
- Bank Activity July 2017
  - Pending Reconciliation due to posting of statement

- BARS
  - 1718-0002-M – Operational 2000- due to admin reorganization

Ms. Brody moved to the next item of the finances, *Voucher Approvals*. Joseph stated that because of unforeseen circumstances he was unable to complete the bank reconciliation for July prior to the meeting. Joseph will be sending out the Bank Reconciliation and the Check Register Report once it is complete. *No Voucher Approvals at this time.*

Ms. Brody moved to the next item of the finances, *Budget Adjustment Requests (BARs)*. Joseph explained BAR 1718-0002-M – Operational 2000 – due to administration reorganization. Ms. Brody asked for a motion to approve BAR 1718-0002-M. Mr. Fantozzi made a motion to approve BAR 1718-0002-M and Ms. Key seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed.

Ms. Brody moved to the next item of the finances, *Cash Transfers. NONE*

Ms. Brody moved to the next item of the finances, *Inventory Disposal. None.*

Ms. Brody moved on to the next item of the finances, *Data Specialist Salary Schedule Adjustment. Tabled.* The Council would like the administration to create a new position of Data Specialist rather than changing the name of Registrar and Data Manager and combining salaries. The Council and Administration agreed to approach this as a NEW position with a new salary schedule, new job description, etc. This should be presented to the Council at the next meeting.

Ms. Brody moved on to the next item of the finances, *APTA Update.* The Council tabled the APTA Update until they receive further information on the upgrade that justifies them upgrading...

*After the financial report was given Heather and Joseph left the meeting.*

## **DISCUSSION ITEMS**

### **STRATEGIC PLANNING**

The Governing Council and Administration agreed that the strategic planning would be a part of each monthly meeting beginning in September.

### **INFORMATION ITEMS**

#### **RECOGNITIONS – MR. FANTOZZI**

Mr. Hartom, Ms. Brody, Ms. Lutz recognized Mr. Fantozzi as the former Governing Council President of SSLC along with many positive comments.

### **ACADEMIC COACH REPORT – Leadership Meeting Progress**

Ms. Lutz gave the Council an update on registration, new teachers, and orientation.

### **TIMETABLE FOR MOVING PORTABLE BUILDING TO SSLC**

Mr. Hartom gave the Council an update on the Portable Building – Mr. Hartom stated he is hoping for mid-October.

### **BACK-TO-SCHOOL / REGISTRATION PROCESS**

Mr. Hartom stated that registration is still occurring and the first day back is Wednesday, August 16<sup>th</sup>. Mr. Hartom stated that the current student enrollment is around 250 students at the moment.

### **DATA REPORT**

Mr. Hartom stated that SSLC received the individual PARCC scores of the students and Jill would be putting together an overall report of the PARCC scores. Mr. Hartom also stated that the school grade should be known in September.

### **IT REPORT**

*None.*

### **LEADERSHIP MEETING PROGRESS**

Mr. Hartom informed the Council that there is an Orientation meeting with the staff on Friday.

### **CLOSED SESSION**

Ms. Brody moved for the SSLC Governing Council to proceed into Closed Session to discuss limited personnel matters regarding administrative reorganization and hiring based on administrative restructuring pursuant to section 10-15-1 (H) (2) NMSA 1978 and invites Mr. Daniel Ivey-Soto (phone), and Mr. Hartom to join at a later time, and Ms. Lansdell seconded the motion. Ms. Brody asked Savannah to take a roll call vote. Savannah called Mr. Garrett Garret, yes; Mr. Fantozzi, yes; Ms. Brody, yes; Ms. Keay, yes; and Ms. Lansdell, yes. Ms. Brody closed the SSLC Governing Council Meeting at approximately 7:00 PM.

### **OPEN SESSION**

Ms. Brody moved for the SSLC Governing Council to go back into an open session and Mr. Fantozzi seconded. Ms. Brody stated that no action was taken, only matters discussed where matters on the agenda. Ms. Brody asked Savannah to take a roll call vote. Savannah called Mr. Fantozzi, yes; Mr. Garrett, yes; Ms. Brody, yes; Ms. Keay, yes; and Ms. Lansdell, yes. Ms. Brody opened the SSLC Governing Council meeting at approximately 7:48 PM.

### **CLOSING BUSINESS**

## **ANNOUNCEMENTS**

Ms. Brody stated that the date of the next Regular Board Meeting is September 13<sup>th</sup>, 2017 at 5:00 PM.

## **ADJOURNMENT**

Ms. Brody asked for a motion to adjourn today's regular SSLC Governing Council meeting. Ms. Keay made the motion and Mr. Fantozzi seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed. Ms. Brody adjourned the meeting at 7:54 PM.

