



GOVERNANCE COUNCIL
Board Meeting Minutes of
Wednesday, November 9, 2016

Board Members Present

Vic Fantozzi, Judith Wechsler
Sean Hendrickson

Board Members Absent

Steve Garrett, Cherita Lamb

Also in Attendance

Robert Pasztor,
Joseph Lucero

Public in Attendance

Tim Walsh, Heather

These Minutes were approved on 12/7/16
By a vote of Yes No abstained Absent

Vic Fantozzi
President

Taylor Bischoff
Notary Seal and Signature

Submitted by
Taylor Bischoff

CALL TO ORDER

Vic called the regular Southwest Secondary Learning Center (SSLC) Governing Council meeting to order on Wednesday, November 9, 2016 at 4:03 pm in the Conference Room of Southwest Learning Center at 10301 Candelaria Rd. NE.

ROLL CALL

Vic asked Taylor to call roll. Taylor called Vic Fantozzi, here; Sean Hendrickson, here; Judith Wechsler, here; Cherita Lamb, absent; Steve Garrett, absent.

PLEDGE OF ALLEGIANCE

Vic asked everyone to stand and join Taylor in the Pledge of Allegiance.

ADOPTION OF THE AGENDA

Vic informs the Board to add permanent cash fund transfer request listed as letter E under the Finance Report.

Vic asked for a motion to adopt the agenda. Judith made the motion and Steve seconded the motion. Vic called for a voice vote, unanimous yes, Motion passed.

REVIEW / APPROVAL OF MINUTES from October 12, 2016

Vic asked for any comments or questions regarding the Minutes from the regular SSLC Governing Council meeting held on Wednesday, October 12, 2016.

Vic asked for a motion to approve the minutes. Sean made the motion and Judith seconded the motion. Vic called for a voice vote, unanimous yes, Motion passed.

FINANCE REPORT

Vic moved the meeting over to Joseph to talk about the first item, *Finance Committee Update*.

Joseph reported that he attended the Finance Committee meeting on Wednesday, November 9, 2016 with the rest of the finance committee at 3:15 pm in the

- Joseph went into detail about the Revenue Report.
 - Joseph stated revenue came in at 30.683% of what was budgeted.
 - Joseph stated that we are still waiting approval from PED on the BAR from last month and until that BAR is approved it will not reflect for budget authority.
 - Joseph stated that once we issue the invoice for the PO we will journal entry the excess back into operational for \$7,969.63.
 - Joseph stated on the expenditure side actuals and encumbrances come in at 48.82% of what was budgeted.
 - Joseph stated expenses on the expenditure side all funds are positive, except the lease reimbursement, which there is a pending BAR needed for approval.
- Joseph went into detail about the Bank Activity for October.
 - Joseph stated revenues exceeded expenditures by \$2,770.09.
 - Joseph stated a reconciled healthy cash balance of \$2,376,876.07.
 - Joseph stated the outstanding items total \$29,394.25.
 - Joseph stated the Public school capital outlook council for lease reimbursement shows a negative balance of 269,485.68.

Joseph moved on to the next item of his report. ***Voucher Approvals/Check Register Report.***

Joseph asked the Council to review the Check Register Report.

- Joseph informed the Council that they might be getting billing incorrectly from Cuddy McCarthy.
- Heather informs the Council that Ronda emailed them to get a break down of what each charge was and they will get back to us.
- Heather assured the Board that she would get together with Vic and go over the charges to make sure we are getting billed correctly.

Vic asked for a motion to approve the Vouchers. Judith made the motion and Sean seconded the motion. Vic called for a voice vote, unanimous yes, Motion passed.

Vic asked Joseph for the ***Budget Adjustment Requests (BARs).***

- Joseph presented BAR # 005-IB, a _____ BAR for initial budget for lease-reimbursement fund at \$199,156.

Vic made a motion to approve BAR # 005-IB and Sean seconded the motion. Vic called for a voice vote, unanimous yes, Motion passed.

Joseph explained the last item, ***SSLC Property Disposal.*** Joseph explained that once we send a signed and approved copy of October's minutes along with the property

disposition to the state auditor we wait 30 days and if we don't hear anything the school can properly disclose of the property.

Vic asked his fellow council members if they had any questions. Since there were none, Vic asked for a motion to approve the property disposal. Judith made the motion and Sean seconded the motion. Vic called for a voice vote, unanimous yes, Motion passed.

Joseph moved on to the next item of his report, ***Permanent Cash Transfers.***

Sean made the motion to approve the cash transfer request and Judith seconded the motion. Cheryle called for a voice vote, unanimous yes, Motion passed.

Joseph and Heather left at 4:26 pm

ONGOING BUSINESS

Vic moved to the first item, ***Recognitions.***

No recognitions.

Vic moved to the next item, ***Faculty Representative.***

No faculty Representative.

Vic moved to the next item, ***School Board Attorney.***

- Vic informed the Council what they thought about changing attorneys.
 - Vic stated that when he would have a question for Dan many of his responses were he didn't want to upset the conflict of interest because he represents all schools.
- Vic suggests putting money aside for a new lawyer and remove Cuddy.

The Board goes into further discussion on the details of the conflict of interest with Dan.

- Vic stated he contacted NM Charter School Coalition and they referred four names: Cuddy, Ronald Van Amberg, Daniel Ivey Soto and German Brunette and Associates.
- Judith verifies with Vic that when he meets with an attorney to make sure that there will be no conflict of interest.

Vic moved to the next item, ***Spring Board Schedule.***

- Robert informed the Board there are some typos on the spring schedule. Monday's should be replaced with Thursday's...

Vic moved to the next item, ***Lease-To-Purchase Draft.***

- Robert informs the Board that the Draft has been handed to the school finance authority and they are getting it ready to give to PED.
- Vic stated that Cuddy is spending a good amount of time looking at the contract.

Vic moved to the next item, ***SSLC PEC Charter Renewal Meeting in Sante Fe December 8-9, 2016.***

- Robert informs the Council that at least one board member needs to be present for the meeting.
- Robert stated PED would present the renewal and their recommendation to PEC.

Vic moved on to the next item, ***Personal Records and Files Policy.***

- The Council agreed to table discussion until next month's meeting.

Vic turned the meeting to Robert to talk about the next item, ***Fundraising Policy.***

- Robert informs the Council that we do not have a fundraising policy because we have always had enough money.
- Robert stated the fundraising money is used for student activities and students pay an activity fee.

Vic moved to the next item, ***HA Evaluation.***

- Vic asks the Council to look over the evaluation for next meeting, which we will discuss further in closed session.
- Vic stated the evaluation is to evaluate the head administrator.
- Vic mentions that we should get together and construct a questionnaire to send out to the staff, parents and faculty as far as a to get question back to determine what we need to do.
- Vic informs the Council there will be a special meeting before the December meeting to look at this questionnaire.

ADMINISTRATIVE REPORT

Robert moved to the next item, ***Data Report***

- Robert informed the Board when reporting for the 40 day they were at 288 students. We try to keep around 275...
- Robert stated at 288 we wouldn't have room in the lab for enough.
- Robert informed the Board that today 32 extras came in which is great and numbers are good.
- Robert stated we do have a healthy weighting list.

Vic moved to the next item, ***IT Report***. Vic turned the meeting over to Tim for his report.

- Tim gave a special congratulation for Cherita on coming to main lab for the past two Fridays working with students and getting quite comfortable.
- Tim also congratulated Judith on coming in early for the last 2 months, checking her emails and getting comfortable as well.
- Tim informed the council that over the summer firewalls, computers and wireless access were replaced in the buildings, making the school up to date on the latest standard.
- Tim stated the good news is we were able to get the accounts set up for the students on their chrome books and now all the students are logging in successfully.
- Time stated there is still work to be done on scholarship.
- Tim informed the Council we are still waiting for the administration to determine how they want the alerts configured. If someone comes up as a potential sex offender we have a system of who gets alerted so we can manage the problem. We need to develop a procedure for what to do if this ever happens. We don't want to panic or deny a parent to pick their child up....
- Tim stated we still do not have parent and student data. Over 100 parents have incomplete names so it is still a work in progress.
- Tim asked the board if everyone is okay with their email accounts.
- Tim asked the Board if there is any way on getting legal advice to avoid the situation we are running into where the approver at PED doesn't want to approve.
- Vic informs Tim he needs to take it up with Kirk first.

The Board goes into further discuss on obtaining legal advice.

NEW BUSINESS

No new business.

Vic moved to the last item, ***Next Regular Governing Council Meeting December 7, 2016***. Vic stated that the next regular SSLC Governing Council meeting would be held on December 7, 2016 at 5:00 pm in the Conference Room of Southwest Learning Center.

PUBLIC COMMENT

No Public comments.

ANNOUNCEMENTS

Robert informed the Council the holiday party will be held December 20, 2016 at the Cultural Center from 7pm-10pm.

ADJOURNMENT

Sean made a motion to adjourn today's regular SSLC Governing Council meeting and Judith seconded the motion. Vic called for a voice vote, unanimous yes, Motion passed. Vic adjourned the meeting at 6:54 pm.

