



SOUTHWEST PREPARATORY LEARNING CENTER

GOVERNING COUNCIL

Regular Meeting of the Southwest Preparatory Learning Center Governing Council on

Thursday, May 18, 2023

BOARD MEMBERS PRESENT

Alissa Mavridis, Jessica Garcia, DeEtte Peterson, Xavier Chavez, and Chris Ortiz

BOARD MEMBERS ABSENT

None

ALSO, IN ATTENDANCE

Jonas Cossey and Jennifer Vigil

PUBLIC

None

Note - Governing Board members visually raised their hand when saying, "All in Favor" when voting and during roll calls.

These minutes were approved on June 22, 2023.

By a vote of 4 yes 0 no 1 absent abstained

Alissa Mavridis President

Jessica Garcia Secretary

Prepared By: Jennifer Vigil

I. Call to Order

By Alissa Mavridis

Thursday, May 18, 2023, at 5:02PM

Regular Meeting of the Governing Council for Southwest Preparatory Learning Centers
Meeting was held via Zoom and hosted by Jonas Cossey

A. Roll Call

Jennifer Vigil called DeEtte Peterson, Jessica Garcia, Chris Ortiz, Alissa Mavridis, and Xavier Chavez.

B. Pledge of Allegiance

Led by Alissa Mavridis

C. Adoption of the Agenda*

Motion by Alissa Mavridis to ADOPT the agenda adding BAR #0031.

Seconded by DeEtte Peterson

Carried All in Favor

D. Adoption of the minutes from April 20th, Regular Meeting*

Alissa Mavridis adopted the minutes from April 20th, the regular meeting.

Motion by Alissa Mavridis to ADOPT the minutes from April 20th, Regular Meeting.

Seconded by Jessica Garcia

Carried All in Favor

E. Adoption of the minutes from May 04th, Special Meeting*

Alissa Mavridis adopted the minutes from May 04th, the special meeting.

Motion by Alissa Mavridis to ADOPT the minutes from May 04th, Special Meeting.

Seconded by Chris Ortiz

Carried All in Favor

II. Public Comment (2 minutes per individual with the right to allow more time from the Governing Council President)

III. Governing Council Committee Reports

A. Finance Committee (Committee met May 18th, 2023, at 4:30 pm)

DeEtte Peterson stated that the finance committee met, and all the reports Justine Vigil presented looked good. We have a few BARs being presented tonight and we need to do this for fund/function maintenance. RfRs are coming in timely, and all our POs looked good. Our Operational fund looks great, and we are looking to finish out the fiscal year on a positive note.

1. Budget Adjustment Requests*

a. SPLC-530-000-2223-0030-M

Prepared By: Jennifer Vigil

Jennifer went over our maintenance bar for our operational funds. This budget adjustment request not taking budget out of the fund, but we are adjusting the budget for anticipated expenses.

b. SPLC-530-000-2223-0031-T

Jennifer went over our transfer bar for our Title I fund. This budget adjustment request is moving budget from one function to another to adjust for anticipated expenses.

Motion by Alissa Mavridis to APPROVE budget adjustment requests **0030-M**, and **0031-T**.

Seconded by Xavier Chavez

Carried All in Favor

2. Request for Inventory Disposal*

Jennifer went over the disposal package for a Lenovo Laptop that has a cracked screen. It is not cost effective for the school to fix/replace the screen, so we are going to dispose of the Lenovo. These Lenovo's were bought at the beginning of the pandemic, so it has outlived its useful life. It will be replaced as needed.

Motion by Alissa Mavridis to APPROVE the request of inventory disposal for the Lenovo Laptop with the cracked screen.

Seconded by DeEtte Peterson

Carried All in Favor

B. Audit Committee

Chris Ortiz let the board know that there is nothing new to report on the audit.

C. Strategic Planning Committee

Alissa Mavridis let the board know that there is nothing new to report this month.

D. Ethics Committee

Xavier Chavez let the board know that a complaint was received. It has been sent over to our attorney. We are planning on meeting next week to discuss and review this complaint.

IV. Governing Council Discussion Items

A. Governing Board Training

Alissa Mavridis let the board know that Canvas is still an option for board members to complete their required trainings. You can still take in-person trainings, but the Canvas option is convenient. Alissa also let the board know that they are all on track to have the trainings completed before the June 30th deadline.

B. Tuition Reimbursement Program*

Jonas let the board know that we have not had anyone take advantage of this program in the last year. It doesn't help us recruit teachers anymore. Therefore, it is in the best interest of SPLC to discontinue the program. We can always bring it back to the school if needed.

Motion by Alissa Mavridis to DISCONTINUE the Tuition Reimbursement Program starting next fiscal year on July 1, 2023.

Seconded by Xavier Chavez

Carried All in Favor

C. BAR Approval on Behalf of SPLC Governing Council*

Approval for the Head Administrator and the Business Manager to enter and submit any final Budget Adjustment Requests (BARs) on behalf of the school to maintain budgetary compliance for audit and other regulatory purposes. This is done knowing that the BARs will not impact actual cash but only address budgets. In addition, any BARs submitted as allowed under this approval will be brought before the GC at the next meeting with review and detailed explanation. This approval expires upon the NM Public Education Department's deadline for BAR submission. *

Motion by Alissa Mavridis that we APPROVE the language in letter C under governing council discussion items giving Jonas the approval to submit final budget adjustment requests (BARs) on behalf of the school in order to maintain budgetary compliance for audit and other regulatory purposes.

Seconded by DeEtte Peterson

Carried All in Favor

D. FY 2023-2024 Instructional and Non-Instructional Calendar Approval*

Jonas presented an updated FY 2023 – 2024 Instructional and Non-Instructional Calendar to the board. Jonas went over moving Spring Break from the last week in March to the first week in April.

Motion by Alissa Mavridis that we APPROVE the change to the FY 2023-2024 Instructional and Non-Instructional Calendar.

Seconded by Xavier Chavez

Carried All in Favor

V. Head Administrator Report

Jonas Cossey started out by letting the board know that we received 100% of the staff petitions of support for SPLC. This is for our charter renewal, and it is required that we collect these petitions of support from staff. Also, over 90% of student families have turned in their petitions. With this percentage of support from families we have met/surpassed the mandated number.

Jonas also let the board know that we are up to date on the submission of our Title Application Grants. We are still waiting for IDEA-B to be released.

Enrollment is about the same going into next school year. We are working on some advertising projects so that we can hopefully increase enrollment.

VI. Vice Principal Report

Nothing to report, Tonya McCullough was absent from the meeting.

VII. New Business Matters

A. Next Regular SPLC Governing Council Meeting-June 15th, 2023, at 5:00pm*

Motion by Alissa Mavridis

Seconded by Chris Ortiz

Carried All in Favor

VIII. Adjournment* 5:53 pm

Motion by Alissa Mavridis

Seconded by DeEtte Peterson

Carried All in Favor

Note: * Indicates Action / Approval Item

If you are an individual with a disability who needs a reader, amplifier, qualified sign interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Tonya McCullough at tmccullough@sslc-nm.com or (505) 363-4875 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats.