



Regular Governance Council
Board Meeting Minutes of
Monday, February 12th, 2018

Board Members Present

Cheryle Brody, Sean Hendrickson,
Deborah Lansdell, Krista Keay, Laura Sanders

Board Members Absent

None

Also in Attendance

Walter Feldman, Chris Lutz,
Sean Fry, Tim Walsh,
Heather Riley, Michael Vigil

Public in Attendance

Karen Warner, Robert Pasztor,
David Robbins, Arielle Lansdell

These minutes were approved on 3/14/2018
By a vote of ☒ yes ☐ no ☐ absent ☒ abstained

CBrody President

Se H Board Secretary

Submitted by
Savannah Lopez
Secretary to the Board

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

****All policies are available to the public, please e-mail the Secretary to the Board (Savannah Lopez) if you would like a copy of the policies discussed in this document.***

CALL TO ORDER

Ms. Brody called the Southwest Secondary Learning Center (SSLC) Regular Governing Council meeting to order on Monday, February 12th at 5:00 pm in the **Smart Lab** of Southwest Learning Center at 10301 Candelaria Rd. NE.

ROLL CALL

Ms. Brody asked Savannah to call roll. Savannah called Mr. Hendrickson, here; Ms. Brody, here; Ms. Lansdell, here; Ms. Keay, here; Ms. Saunders, here. All present

PLEDGE OF ALLEGIANCE

Ms. Brody asked everyone to stand and join her in the Pledge of Allegiance.

ADOPTION OF THE AGENDA

Ms. Brody asked for a motion to adopt the agenda. Ms. Keay made the motion to adopt the agenda and Mr. Lansdell seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed.

REVIEW / APPROVAL OF MINUTES

Ms. Brody asked for a motion to approve the minutes from January 10th, 2017. Ms. Keay made the motion to approve the minutes and Ms. Lansdell seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed.

ACTION ITEMS:

Mr. Fry presented the finance packet to the Council. Mr. Fry also announced his departure from the Vigil Group and introduced Michael Vigil Sr. as SSLC's new business manager.

Mr. Fry stated that the finance committee met earlier in the day to discuss the financials in depth. Mr. Fry informed the Council that the MOU had been paid by SPLC through the end of January.

Mr. Fry, Mr. Feldman, Ms. Lopez, Ms. Riley, and Ms. Cawley met the previous week to update the Accounting Policies and Procedures. It was agreed that the policies will be reviewed and sent to legal in the upcoming months before being brought up for approval.

VOUCHER APPROVALS

Ms. Brody asked for a motion to approve the Check Register/Voucher Approvals for January. Ms. Keay made the motion and Ms. Lansdell seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed.

BANK RECONCLINATION

Ms. Brody asked for a motion to approve the Bank Reconciliation. Ms. Keay made the motion and Ms. Lansdell seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed.

BUDGET ADJUSTMENT REQUESTS

Mr. Fry presented the two BARs: BAR-14000-1718-0011 and BAR-11000-1718-0012. Ms. Brody asked for a motion to approve the BARs, Ms. Keay made the motion and Ms. Lansdell seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed.

*No Permanent Cash Transfers.
No Inventory Disposal.*

AMEND BY LAWS (FIXED NUMBER OF BOARD MEMBERS)

Ms. Brody explained per the Charter Schools Division the Governance Council is required to have a fixed number of members and must report that to the PEC/PED. Ms. Lopez presented the By Laws and showed the Council where the change would be. Ms. Brody asked for a motion to approve the By Laws with a fixed number of 5 Governance Council Members. Mr. Feldman attended PEC's Board Meeting and agreed that Council should amend the By Laws to a fixed number of 5. Ms. Keay made the motion and Ms. Lansdell seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed.

ADDENDUM TO BANKING RESOLUTION

Mr. Fry informed the Council that they need to complete an addendum to the banking resolution in order to take off Cheryle Brody and Deborah Lansdell as signers on the account. Ms. Brody asked for a motion to have herself and Ms. Lansdell taken off the banking resolution and for the banking resolution to now have 5 signatory guarantees. Ms. Keay made the motion and Mr. Hendrickson seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed.

INFORMATION ITEMS

PEC Charter Information

Mr. David Robbins, commissioner for the NMPED introduced himself and presented the pros and cons of renewing with either the PEC or APS.

APS Charter Information

Mr. Feldman presented a document from Mr. Sam Obenshain (the Executive Director of Cottonwood Classical Preparatory School). This document presented the pros and cons of renewing with APS and PEC.

Report from School Administration, Academic Coach Report, IT Report

Mr. Feldman and Ms. Lutz updated the Council on the recent trainings they've attended, the Safe Schools Plan, and the building. Mr. Walsh gave the Council an update on the progress of the E-Rate application. Mr. Walsh stated that the phone company (Level 3 – now CenturyLink) has yet to return his phone calls to get a new contract set up with them. He stated that this contract is needed to complete the E-Rate application.

Student Council Update

Ms. Arielle Lansdell presented an update on behalf of the Student Council. Ms. Lansdell stated that prom is set for Saturday, April 21 at the Indian Pueblo Cultural Center. Ms. Lansdell informed the Council that "candy grams" were sold this last week for \$3.00. Ms. Lansdell informed the Council of the Art Walk that took place on Friday, February 9th and also stated that there will be a Talent Show on March 23rd.

Lease-to-Purchase Sub Committee Update

The sub-committee is set to meet Tuesday, February 20th, 2018 at 5:15 p.m. to discuss the lease to purchase and building options.

DISCUSSION ITEMS

POMS Professional Policy

Mr. Feldman presented the POMS Professional Policy and informed the Council that he and Ms. Lopez will work with the attorney, Ms. Lewis, on adding this policy to one of our policies or creating a new policy where this item will fit.

Head Administrator Evaluation

Ms. Brody made the Council aware that there will need to be a Head Administrator evaluation done by the end of the year. Mr. Feldman suggested it be done in March. The Council requested that Ms. Lopez find 3-4 survey companies and present the Council with quotes at the next meeting.

Annual Site Visit

Mr. Feldman informed the Council that the next annual site visit will be on April 25th and suggested that at least two Council members attend.

CLOSED SESSION

Ms. Keay moved for the SSLC Governing Council to precede Closed Session Pursuant to Section 10-15-1 (H)(2) and (H)(7) NMSA 1978, the Board will meet in closed session to discuss limited personnel matters, as well as litigation in which the public body is a participant and Mr. Hendrickson seconded the motion. Ms. Brody asked Savannah to take a roll call vote. Savannah called Ms. Sanders, yes; Ms. Brody, yes; Mr. Hendrickson, yes; Ms. Keay, yes; and Ms. Lansdell, yes. Ms. Brody closed the SSLC Governing Council Meeting.

OPEN SESSION

Mr. Hendrickson moved for the SSLC Governing Council to go back into an open session and Ms. Keay seconded. Ms. Brody stated that no action was taken, only matters discussed where matters on the agenda.

Action:

None.

PUBLIC COMMENT

None.

CLOSING BUSINESS

ANNOUNCEMENTS

Ms. Lopez and Ms. Lutz announced that SSLC's new counselor has begun working this week. His name is Mr. Gerald Garner.

NEXT SCHEDULED MEETING

March 14th, 2018 at 5:00 PM in the SSLC Conference Room.

ADJOURNMENT

Ms. Brody asked for a motion to adjourn today's regular SSLC Governing Council meeting. Ms. Keay made the motion and Mr. Hendrickson seconded the motion. Ms. Brody called for a voice vote, unanimous yes, Motion passed. Ms. Brody adjourned the meeting at 7:53 PM.