



REGULAR SCHEDULED GOVERNANCE COUNCIL MEETING MINUTES

Wednesday, January 15, 2020 @ 5:00p

Meeting Room: Smart Lab

10301 Candelaria Rd. NE, Albuquerque, NM 87112

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT	ALSO IN ATTENDANCE	PUBLIC IN ATTENDANCE
Debra Jensen Deborah Burns Sean Hendrickson Tammy Gerrard	Michael Hamel	Chris Lutz Justine Vigil Denise Dixson	None

MINUTES RECORDED BY: Dana Smith

These minutes were approved on _____

by a vote of: ☐ Yes ☐ No ☐ Absent ☐ Abstained

President: _____

Recorded by: _____

****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

Mr. Hendrickson called the Southwest Secondary Learning Center (SSLC) Governing Council Board (GCB) Meeting to order on Wednesday, January 15, 2020, at 5:00 pm in the Smart Lab of Southwest Learning Center (10301 Candelaria Rd. NE).

ROLL CALL

Mr. Hendrickson, here; Mr. Hamel, absent; Mrs. Burns, here; Ms. Gerrard, here; Mrs. Jensen, here.

PLEDGE OF ALLEGIANCE

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

ADOPTION OF THE AGENDA

Mr. Hendrickson asked for a motion to adopt the agenda. Ms. Gerrard made the motion to adopt the agenda and Mrs. Jensen seconded the motion. Mr. Hendrickson called for a voice vote, unanimous yes, **Motion passed.**

REVIEW / APPROVAL OF MINUTES

Mr. Hendrickson asked for a motion to approve the minutes. Ms. Gerrard made the motion to approve the minutes and Mrs. Jensen seconded the motion. Mr. Hendrickson called for a voice vote, unanimous yes, **Motion passed.**

ACTION ITEMS:

FINANCE REPORT

Mrs. Vigil gave an update on finances for the 1st half of the school year to the Governing Council.

FINANCE COMMITTEE UPDATE

Mr. Hendrickson gave the finance committee report.

CHECK REGISTER

Mr. Hendrickson asked for a motion to approve the Check Register/Voucher Approvals. Ms. Gerrard made the motion and Mrs. Burns seconded the motion. Mr. Hendrickson called for a voice vote, unanimous yes, **Motion passed.**

BANK RECONCILIATION

Mr. Hendrickson asked for a motion to approve the Bank Reconciliation. Ms. Gerrard made the motion and Mrs. Burns seconded the motion. Mr. Hendrickson called for a voice vote, unanimous yes, **Motion passed.**

BARS 531-000-1920-0012-I

Mr. Hendrickson asked for a motion to approve the Bars 531-000-1920-0012-I (flow through from 2019 Instructional Materials). Mrs. Burns made the motion and Mrs. Jensen seconded the motion. Mr. Hendrickson called for a voice vote, unanimous yes, **Motion passed.**

INVENTORY DISPOSAL

Mr. Hendrickson asked for a motion to approve the Inventory Disposal. Ms. Gerrard made the motion and Mrs. Jensen seconded the motion. Mr. Hendrickson called for a voice vote, unanimous yes, **Motion passed.**

CLOSED SESSION

VOTE TO GO INTO CLOSED SESSION

Mr. Hendrickson asked for a motion to move into closed session. Ms. Gerrard moved for the SSLC Governing Council to go into Closed Session pursuant to Section 10-15-1 (H) (2), to discuss limited personnel matters. *Mrs. Jensen* seconded the motion. Mr. Hendrickson called for a voice vote, unanimous yes. **Motion passed.** Mr. Hendrickson closed the SSLC Governing Council's session. Time: 5:55 pm.

Invited into the closed session was Christine Lutz at 6:25 .

OPEN SESSION

Ms. Gerrard moved for the SSLC Governing Council to go back into an open session and Mrs. Jensen seconded. **Motion passed.**
Time: 7:55 pm.

ACTION ITEMS: NONE

UPDATES

HEAD ADMINISTRATOR UPDATE

- *Enrollment Update: 179*
- *Progress in building acquisition*
- *Portable building update*
 - *Presented site plans A and B*
- *Website and SEO vendor update*

ACADEMIC DEAN UPDATE

- *End of semester course completion report/update*
- *Sub –population end of semester course completion report/update*
- *Presented mid-year progress towards mission specific goals*

COMMITTEE REPORTS:

ACADEMIC COMMITTEE UPDATE

- *Mrs. Burns sent kudos to the staff for the actions of the staff to improve course completion rate and data collection process.*

ON-BOARDING COMMITTEE UPDATE

- *PED on-boarding program/training for new members 60% complete.*

PUBLIC COMMENT

None

CLOSING BUSINESS**ANNOUNCEMENTS:**

NMPED site visit January 28, 2020. Board invited to opening presentation and/or exit interview.

The next regular schedule Governing Council Board Meeting is February 19th, 2020, at 5:00pm in the SSLC Smart Lab.

ADJOURNED AT: 8:04PM