



REGULAR SCHEDULED GOVERNANCE COUNCIL MEETING MINUTES

Wednesday, April 17th, 2019 @ 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
Michael Hamel Deborah Burns Sean Hendrickson Laura Sanders Debra Jensen		Chris Lutz Justine Vigil Denise Dixson Heather Riley	

MINUTES RECORDED BY: Savannah Lopez

These minutes were approved on May 8th, 2019

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

President:

Sean Hendrickson

Recorded by:

S. Lopez

****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 the Secretary to the Board (slopez@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, April 17th, 2018, at 5:00 pm in the Smart Lab of Southwest Learning Center (10301 Candelaria Rd. NE).

ROLL CALL

Mr. Hendrickson asked Savannah to call roll. Savannah called Mr. Hendrickson, here; Mr. Hamel, here; Ms. Deborah Burns, here; Ms. Sanders, here. All members present. New member Debra Jensen also present.

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. Sanders made the motion to adopt the agenda and Ms. Burns 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 March 20th, 2019 minutes.

Ms. Sanders made the motion to approve the minutes and Ms. Burns seconded the motion. Mr. Hendrickson called for a voice vote, unanimous yes, **Motion passed.**

ACTION ITEMS:

NOMINATIONS/VOTE ON GC OFFICERS

Mr. Hendrickson and Mr. Hamel of the nominating committee nominated Ms. Debra Jensen to become a member of the SSLC Governing Council. Ms. Sanders made the motion and Ms. Burns seconded. Mr. Hendrickson called for a voice vote unanimous yes, **Motion passed.**

FINANCE REPORT

Ms. Vigil presented the finance packet and highlights to the Governing Council.

FINANCE COMMITTEE UPDATE

Mr. Hendrickson gave the finance committee report.

VOUCHER APPROVALS

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

BUDGET ADJUSTMENT REQUESTS (BAR)

Mr. Hendrickson asked for a motion to approve the following BARs:

- i. BAR 531-000-1819-0020-I

Mr. Hamel made the motion and Ms. Sanders seconded the motion. Mr. Hendrickson called for a voice vote, unanimous yes, **Motion passed.**

INVENTORY DISPOSAL

Ms. Riley explained the items up for disposal. Mr. Hendrickson asked for a motion to approve the inventory disposal. Mr. Hamel made the motion and Ms. Sanders seconded. Mr. Hendrickson called for a voice vote unanimous yes, **Motion passed.**

2019-2020 INSTRUCTIONAL/NON-INSTRUCTIONAL EMPLOYEE CALENDARS

Mr. Hendrickson asked for a motion to approve the employee calendars. Ms. Sanders made the motion and Ms. Burns seconded. Mr. Hendrickson called for a voice vote unanimous yes, **Motion passed.**

2019-2020 INSTRUCTIONAL/NON-INSTRUCTIONAL EMPLOYEE SALARY SCHEDULES

Mr. Hendrickson asked for a motion to approve the employee salary schedules. Ms. Sanders made the motion and Ms. Burns seconded. Mr. Hendrickson called for a voice vote unanimous yes, **Motion passed.**

OPEN MEETINGS ACT RESOLUTION

Mr. Hendrickson asked for a motion to approve the Open Meetings Act Resolution. Ms. Sanders made the motion and Ms. Burns seconded. Mr. Hendrickson called for a voice vote unanimous yes, **Motion passed.**

CLOSED SESSION

VOTE TO GO INTO CLOSED SESSION

Mr. Hamel moved for the SSLC Governing Council to go into Closed Session

*Pursuant to Section 10-15-1 (H) (2) NMSA 1978, the Board will meet in closed session to discuss limited personnel matters regarding the Head Administrator, invited into closed session Ms. Lutz (at a later time). Ms. Sanders seconded the motion. **Motion passed.***

Mr. Hendrickson closed the SSLC Governing Council's closed session.

OPEN SESSION

Mr. Hendrickson moved for the SSLC Governing Council to go back into an open session and Mr. Hamel seconded. **Motion passed.**

No Action was taken during closed session.

SCHOOL INFORMATION REPORTS/UPDATES

COUNCIL COMMITTEES REPORTS/UPDATES

Updates were given from each committee.

HEAD ADMINISTRATOR

Ms. Lutz updated the Council on important school information.

ACADEMIC DEAN

Ms. Dixon updated the Council on important student information.

DISCUSSION ITEMS**OPEN ITEMS LIST/PRIORITIES**

Safety Concerns, budget, and board self-evaluation.

PUBLIC COMMENT

NONE

CLOSING BUSINESS**ANNOUNCEMENTS****ADJOURN**

The meeting adjourned. The next regular schedule Governing Council Board Meeting is May 8th, 2019, at 5:00pm in the SSLC Smart Lab.