



## REGULAR SCHEDULED GOVERNANCE COUNCIL MEETING MINUTES

**Wednesday, May 8<sup>th</sup>, 2019 @ 5:00p**

*Meeting Room: Smart Lab*

10301 Candelaria Rd. NE, Albuquerque, NM 87112

| <b>BOARD MEMBERS<br/>PRESENT</b>                                    | <b>BOARD MEMBERS<br/>ABSENT</b> | <b>ALSO IN<br/>ATTENDANCE</b>                                 | <b>PUBLIC IN<br/>ATTENDANCE</b> |
|---|---------------------------------|---|---------------------------------|
| Michael Hamel<br>Deborah Burns<br>Sean Hendrickson<br>Laura Sanders | Deborah Jensen                  | Chris Lutz<br>Justine Vigil<br>Denise Dixson<br>Heather Riley |                                 |

**MINUTES RECORDED BY:** Savannah Lopez

|  |                            |
|--|----------------------------|
| These minutes were approved on <u>22 May 2019</u>  |                            |
| by a vote of: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent <input type="checkbox"/> Abstained |                            |
| President:   | <u>Sean L. Hendrickson</u> |
| Recorded by:   | <u>SJ</u>                  |

***\*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](mailto: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, May 8<sup>th</sup>, 2018, at 5:00 pm in the Smart Lab of Southwest Learning Center (10301 Candelaria Rd. NE).

### **ROLL CALL**

Mr. Hendrickson asked Laura to call roll. Laura called Mr. Hendrickson, here; Mr. Hamel, here; Ms. Deborah Burns, here; Ms. Sanders, here; Ms. Jensen, absent.

### **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. Mr. Hamel made the motion to adopt the agenda and Ms. Sanders 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 April 17<sup>th</sup>, 2019 minutes.

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

## **ACTION ITEMS:**

### **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 531-000-1819-0023-I
- ii. BAR 531-000-1819-0024-I
- iii. BAR 531-000-1819-0025-I
- iv. BAR 531-000-1819-0026-I
- v. BAR 531-000-1819-0027-T

vi. BAR 531-000-1819-0028-I

vii. BAR 531-000-1819-0029-I

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

### **2019-2020 BUDGET**

Ms. Vigil presented the proposed operational budget for FY20. Mr. Hendrickson asked for a motion to approve the budget. Ms. Sanders made the motion and Mr. Hamel seconded. Mr. Hendrickson called for a voice vote unanimous yes, **Motion passed.**

### **SCHOOL MISSION SPECIFIC GOALS**

Mr. Hendrickson asked for a motion to approve the schools mission specific goals. Mr. Hamel made the motion and Ms. Burns seconded. Mr. Hendrickson called for a voice vote unanimous yes, **Motion passed.**

### **LEASE ASSISTANCE APPLICATION**

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

## **PUBLIC COMMENT**

**NONE**

## **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) (4) NMSA 1978, the Board will meet in closed session to discuss personally identifiable information about any individual student, invited into closed session Ms. Lutz. 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**

*Open Items List/Priorities, Board Self-Evaluation, PEC Contract Negotiation (May 6<sup>th</sup>, 2019 at 11:30am at NMAA), and Potential Charter School Conference (June 20-21, 2019)*

## **CLOSING BUSINESS**

## **ANNOUNCEMENTS**

### **ADJOURN**

The meeting adjourned. The next regular schedule Governing Council Board Meeting is June 19<sup>th</sup>, 2019, at 5:00pm in the SSLC Smart Lab.