



REGULAR SCHEDULED GOVERNANCE COUNCIL BOARD MEETING MINUTES

Wednesday, October 10th, 2018 @ 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
Deborah Lansdell Laura Sanders Sean Hendrickson Michael Hamel		Chris Lutz Heather Riley Justine Vigil	Janine Marie Foret

MINUTES RECORDED BY: Savannah Lopez

These minutes were approved on <u>Nov 14, 2018</u>	
by a vote of:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Absent <input type="checkbox"/> Abstained
President:	<u>Deborah Lansdell</u>
Recorded by:	<u>Savannah Lopez</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) to request a copy of the policy/policies as referenced within this document.***

OPENING BUSINESS

CALL TO ORDER

Ms. Lansdell called the Southwest Secondary Learning Center (SSLC) Governing Council Board (GCB) Meeting to order on Wednesday, October 10th, at 5:07 pm in the Smart Lab of Southwest Learning Center (10301 Candelaria Rd. NE).

ROLL CALL

Ms. Lansdell asked Laura to call roll. Laura called Mr. Hendrickson, here; Ms. Lansdell, here; Mr. Hamel, here; (herself) Ms. Sanders, here. (All GC members present).

PLEDGE OF ALLEGIANCE

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

ADOPTION OF THE AGENDA

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

REVIEW / APPROVAL OF MINUTES

After reviewing the minutes, Ms. Lansdell requested that Mr. Denny King be added to "public in attendance". Ms. Lansdell asked for a motion to approve the minutes from the Regular Meeting, held September 12th, 2018. Ms. Sanders made the motion to approve the minutes and Mr. Hendrickson seconded the motion. Ms. Lansdell called for a voice vote, unanimous yes, **Motion passed.**

ACTION ITEMS:

FINANCE REPORT

SSLC's Business Manager (Justine) presented the finance packet and highlights to the Governing Council. She stated that the cash balance is healthy. There was a question whether the dividends which are a part of the deposits matched register to the bank statements. Yes. Ms. Lutz informed the Council that the school pays two lobbyists that stand up for schools rights. Ms. Lutz asked them to debate on the 20% decrease in the lease reimbursement fund. Ms. Lutz will e-mail the Internal Controls Policy to the Council. Ms. Vigil explained page 4 of the finance packet, the rent/lease funding as function 2600.

Auditors Questionnaire/Engagement Letter: Ms. Vigil presented the questionnaire from the auditors, the Council read through and signed the forms.

FINANCE COMMITTEE UPDATE

Ms. Vigil stated that the Finance Committee met earlier in the day to discuss the financials in depth.

VOUCHER APPROVALS

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

BANK RECONCILIATION

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

BUDGET ADJUSTMENT REQUESTS (BAR)

Ms. Lansdell asked for a motion to approve the following BARS:

- i. BAR 531-000-1819-0010-IB

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

PUBLIC COMMENT

Jenine Marie Foret: stated concerns for safety/security of the kids. GC shared recent updates and what we are currently working on. Scholarship, gate access, walk thrus, etc.) Ms. Foret is a potential incoming GC member.

SCHOOL INFORMATION REPORTS/UPDATES

HEAD ADMINISTRATOR

Ms. Lutz updated the Council on the following items:

- GC vacancy was posted on CABQ
- Melissa Brown gave Mr. Hamel and Ms. Lutz suggestions on the by laws and number of GC members
- The Council and Ms. Lutz are going to request an extension to be able to have 30 extra days to find a GC member to replace Ms. Keay, who resigned last month.

ACADEMIC DEAN

Ms. Dixon was out of town. Ms. Lutz reported that there is a 27% reduction in students behind. The AdvancEd review

DISCUSSION ITEMS

OPEN ITEMS LISDT/PRIORITIES

- Special Meeting needed for closed session for attorneys to inform Council on Guggino case.
- Retreat date options: November 10th, 9-4 (lunch), invite teachers and post retreat online to avoid rolling quorum.

CLOSING BUSINESS

ANNOUNCEMENTS

ADJOURN

The meeting adjourned at 6:44pm. The next Governing Council Board Meeting is November 14th, 2018, at 5:00pm in the SSLC Smart Lab.

