



## REGULAR SCHEDULED GOVERNANCE COUNCIL MEETING MINUTES

**Wednesday, October 16, 2019 @ 5:00p**

*Meeting Room: Smart Lab*

10301 Candelaria Rd. NE, Albuquerque, NM 87112

<b>BOARD MEMBERS PRESENT</b>	<b>BOARD MEMBERS ABSENT</b>	<b>ALSO IN ATTENDANCE</b>	<b>PUBLIC IN ATTENDANCE</b>
Debra Jensen Deborah Burns Sean Hendrickson Tammy Gerrard	Michael Hamel	Chris Lutz Justine Vigil Michael Vigil Sr. Patricia Matthews Heather Riley Denise Dixon	None

**MINUTES RECORDED BY:** Savannah Lopez

These minutes were approved on 11-20-19

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

President: Sean L. Hendrickson

Recorded by: C. Lutz

*\*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, October 16, 2019, at 5:03 pm in the Smart Lab of Southwest Learning Center (10301 Candelaria Rd. NE).

### **ROLL CALL**

Mr. Hendrickson, here; Mr. Hamel, absent; Ms. Burns, here; Ms. Gerrard, here; Ms. 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. Jensen made the motion to adopt the agenda and Ms. Gerrard 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. Burns made the motion to approve the minutes and Ms. Jensen 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.

### **CHECK REGISTER**

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

### **BARs**

Ms. Vigil presented the BARs (BAR 531-000-1920-0002-IB, BAR 531-000-1920-0003-I, BAR 531-000-1920-0004-T, BAR 531-000-1920-0005-IB) to the Governing Council. Mr. Hendrickson asked for a motion to approve them. Ms. Gerrard made the motion and Ms. Jensen seconded. Mr. Hendrickson called for a voice vote unanimous yes, **Motion passed.**

### **DUAL CREDIT POLICY**

Mr. Hendrickson asked for a motion to approve the Dual Credit Policy. Ms. Jensen made the motion and Ms. Burns seconded the motion. Mr. Hendrickson called for a voice vote, unanimous yes, **Motion passed.**

## DISCUSSIONS

### ACADEMIC COMMITTEE DATA REQUEST REVIEW

Ms. Lutz provided the Academic Committee members and board members with data books regarding the school.

## UPDATES

### ACADEMIC DEAN UPDATE

- Weekly Data Analysis
- School Goal Analysis Update
- Secure Access Update
- Cohort Data

### HEAD ADMINISTRATOR UPDATE

- Enrollment Report
- Admin Report: Portable Buildings, Special Education, All-staff In-service, Graduation Proficiency Exam will by SAT.

## COMMITTEES UPDATES

## CLOSED SESSION

### VOTE TO GO INTO CLOSED SESSION

Ms. Burns moved for the SSLC Governing Council to go into Closed Session

*Pursuant to Section 10-15-1 (H) (8) NMSA 1978, the Board will meet in closed session to discuss the purchase, acquisition or disposal of real property or water rights by the public body, Mrs. Jensen seconded. Mr. Hendrickson called for a voice vote, unanimous yes. Invited in the session was Chris Lutz, Michael Vigil Sr., Justine Vigil, and Patricia Matthews* **Motion passed.**

Mr. Hendrickson closed the SSLC Governing Council's closed session. Time: 5:56 pm.

### OPEN SESSION

Mr. Hendrickson moved for the SSLC Governing Council to go back into an open session and Ms. Jensen seconded. **Motion passed.** Time: 7:21 pm.

## ACTION ITEMS:

Ms. Burns made the motion as follows, the governing council directs the SSLC administration (Ms. Lutz) to proceed with building inspection, recommended tests, and appraisal and Ms. Jensen seconded. Mr. Hendrickson called for a voice vote, unanimous yes. **Motion passed.**

## PUBLIC COMMENT

**NONE**

## CLOSING BUSINESS

## ANNOUNCEMENTS

### ADJOURNED AT 7:26PM

The meeting adjourned. The next regular schedule Governing Council Board Meeting is November 20<sup>th</sup>, 2019, at 5:00pm in the SSLC Smart Lab.