



## REGULAR SCHEDULED GOVERNANCE COUNCIL MEETING MINUTES

**Wednesday, September 18<sup>th</sup>, 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 Gerarrd Michael Hamel		Chris Lutz Justine Vigil Matthew Jackson Heather Riley Denise Dixson	

**MINUTES RECORDED BY:** Savannah Lopez

These minutes were approved on <u>10-16-19</u>	
by a vote of: <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Absent <input checked="" type="checkbox"/> Abstained	
President: <u>Sean L Hendrickson</u>	
Recorded by: <u>[Signature]</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, September 18<sup>th</sup>, 2019, at 5:00 pm in the Smart Lab of Southwest Learning Center (10301 Candelaria Rd. NE).

### **ROLL CALL**

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

### **INVENTORY DISPOSAL**

Ms. Heather Riley presented the inventory disposal packet to the Governing Council. Mr. Hendrickson asked for a motion to approve the Inventory Disposal packet. Mr. Hamel made the motion and Ms. Jensen seconded. Mr. Hendrickson called for a voice vote unanimous yes, **Motion passed.**

## UPDATES

### ACADEMIC DEAN UPDATE

- Weekly Data Analysis
- School Goal Analysis Update
- NM Governors STEM Challenge Competition
- Secure Access Update
- Cohort Data

### HEAD ADMINISTRATOR UPDATE

- Enrollment Report
- Quiet/Productive Start
- Cessna 172 and Red Bird Simulator Update
- Fixed Assets Contract with Wiener & Co.
- Policies Needed: medical marijuana, diabetes, etc.
- Dual Credit Policy Update
- Board Training
- Banking

### 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) (2), 10-15-1 (H) (7), and 10-15-1 (H) (8) NMSA 1978, the Board will meet in closed session to discuss limited personnel matters, matters subject to the attorney-client privilege pertaining to threatened or pending litigation in which the public body is or may become a participant, and the purchase, acquisition or disposal of real property or water rights by the public body, Mr. Hamel seconded. Mr. Hendrickson called for a voice vote, unanimous yes. Invited in the session was Chris Lutz and Matthew Jackson. 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: 6:29 pm.

## ACTION ITEMS:

### SETTLEMENT AGREEMENT

Ms. Gerrard made the motion as follows, SSLC approves the terms of the settlement agreement as put forth by the mediation on August 30<sup>th</sup>, 2019. Mr. Hamel seconded. Mr. Hendrickson called for a voice vote, unanimous yes. Motion passed.

### VOTE TO GO BACK INTO CLOSED SESSION

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

*Pursuant to Section 10-15-1 (H) (2), 10-15-1 (H) (7), and 10-15-1 (H) (8) NMSA 1978, the Board will meet in closed session to discuss limited personnel matters, matters subject to the attorney-client*

*privilege pertaining to threatened or pending litigation in which the public body is or may become a participant, and the purchase, acquisition or disposal of real property or water rights by the public body, Mr. Hamel seconded. Mr. Hendrickson called for a voice vote, unanimous yes. Invited in the session was Chris Lutz. Motion passed.*

Mr. Hendrickson closed the SSLC Governing Council's closed session. Time: 6:30 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: 7:39 pm.

### **ACTION ITEMS:**

Mr. Hamel made the motion as follows, the governing council directs the SSLC administration to forward with acquiring two portables and also to investigate the purchase of the current property and Ms. Jensen seconded. Mr. Hendrickson called for a voice vote, unanimous yes. **Motion passed.**

### **PUBLIC COMMENT**

**NONE**

### **CLOSING BUSINESS**

### **ANNOUNCEMENTS**

### **ADJOURN**

The meeting adjourned. The next regular schedule Governing Council Board Meeting is October 16<sup>th</sup>, 2019, at 5:00pm in the SSLC Smart Lab.