



GOVERNING COUNCIL

Regular Meeting of the Southwest Preparatory Learning Center Governing Council on
Thursday, January 24, 2019

BOARD MEMBERS PRESENT

Aaron Redd, Alissa Mavridis, Amber Romero, Marvin Larsen, DeEtte Peterson

BOARD MEMBERS ABSENT

(None)

ALSO IN ATTENDANCE

Robert Pasztor, Maria Foster

PUBLIC

Richard Ortiz

These minutes were approved on February 28, 2019

By a vote of X yes ___ no___ absent ___ abstained

Aaron Redd President

Tonya McCullough Secretary

I. Call to Order

By Aaron Redd

Thursday, January 24, 2019 at 5:00 PM

Regular Meeting of the Governing Council for Southwest Preparatory Learning Centers

Southwest Learning Centers Conference Room

10301 Candelaria Road NE

Albuquerque, NM 87112

A. Roll Call

Tonya called Aaron Redd, Alissa Mavridis, Marvin Larsen, Amber Romero, and DeEtte Peterson

B. Pledge of Allegiance

Led by Aaron Redd

C. Adoption of the Agenda*

Motion by Aaron Redd to ADOPT today's Agenda.

Seconded by Amber Romero

Carried All in Favor

D. Review / Approval of Minutes from November 29, 2018 Special Meeting*

Marvin pointed out an incorrect word on p.4 under "Addition of National Board Costs to Tuition Reimbursement and Discussion / Decision on Adding Number of Years." It should be "Course" not "Coarse."

Motion by Aaron Redd to APPROVE the Minutes with the change of the incorrect word.

Seconded by Alissa Mavridis

Carried All in Favor

II. Financial Update

A. Finance Committee Report (Committee met January 24, 2019 at 4pm)

Amber said they went over the Revenue and Expense Reports. There was nothing unusual, everything reconciled, and there are no existing concerns.

B. Approval of BAR's 530-000-1819-0014 through -0018*

Maria went over the BAR's for this meeting, with the following explanations from Justine Vigil (from her email notes):

BAR#14 I: cash carryover BAR

BAR#15 T: transfer BAR- It's a transfer between functions. Clearing up the negative functions in the budget. Not increasing to decreasing cash.

BAR#16 T: transfer BAR- It's a transfer between function. Clearing up the negative functions in the budget. Not increasing to decreasing cash.

BAR#17 T: transfer BAR- It's a transfer between function. Clearing up the negative functions in the budget. Not increasing to decreasing cash.

Bar#18 I: SB9 Senate Bill 9. To be used for student technology.

Motion by Amber Romero that we APPROVE BAR's 14I, 15T, 16T, 17T, and 18I.

Seconded by Alissa Mavridis

Carried All in Favor

C. Business Office Report

Maria stated we are in a steady stage and flow of activities amongst the students. We are preparing for testing and materials are being ordered. Trainings are coming up for her and Veronique (Power School).

D. Inventory Disposal Items*

Maria said Mr. Allen removed satellite receivers from classrooms that were upgraded.

Motion by Amber Romero that we DISPOSE of those satellite receivers.

Seconded by Marvin Larsen

Carried All in Favor

III. Public Comment (5 minutes per individual with the right to allow more time from Governing Council President)

Richard Ortiz: My son started here last year in the 6th grade. He was retained for not doing homework. It was found that he does possess the skills this year. There is documentation that I have from the parent/teacher conference and there seems to be a large discrepant gap from the beginning of the school year to a couple months later. My matter of concern was that the due process wasn't followed. It seems there was no proper intervention that was followed and there's no follow up this year to ensure he is receiving the proper education he should be having.

The Board asked a few questions to clarify his needs. Aaron referred Mr. Ortiz to Robert Pasztor as the Board had already delegated him to handle all administrative functions.

IV. Ongoing Governing Body Business Matters

A. Posting of OMA, Bylaws, Policies, etc. on Website*

Aaron explained we need to discuss posting these documents on our website so public has access to them. Marvin asked if PED was pressuring us to post these; Aaron said they are not, but SSLC has theirs posted. The Board discussed what it would entail regarding size, upkeep, and transparency. They agreed to post them.

Motion by Alissa Mavridis to POST the OMA and Bylaws on our website.

Seconded by DeEtte Peterson

Carried All in Favor

B. Records Request on Webpage*

Robert explained we currently have a 3-page public records request form on our webpage with old links and information. He is having Eric clean it up and shorten it. Parents can print it, fill it out, and bring it to the school to submit to Robert.

Motion by Amber Romero that Robert UPDATE the Records Request information on the webpage.

Seconded by DeEtte Peterson

Carried All in Favor

V. SPLC Administrative Reports

A. Head Administrator Report and Summary

1. Enrollment Update

Robert said we are up to 190 students. The 120 day count is February 14th, which will be our last official count. Our funding is based on an average of the 80- and 120-day counts. We were at 192 on the 80th day. This year we are functioning on 195 students, and we can accommodate 217. Based on information from the Financial Committee meeting, he believes we would function better financially closer or over the 200 mark.

2. Facility Master Plan/Building Committee*

Robert explained the Master Plan and what was in it. It is a factual document about the building, along with recommendations on what to do for improvements. Robert explained there may be some discrepancies in the amount of class space the two schools are using because we are actually using more than said before (like the Smart and Main Labs). This will benefit us next year with our Lease Reimbursement because we are using more of the building. This Master Plan would need to be approved by everyone. Southwest Secondary will see it at their next Board meeting. The Board discussed their options and decided to vote to approve it.

Motion by Aaron Redd to APPROVE the Facility Master Plan.

Seconded by Amber Romero

Carried All in Favor

3. CES JPA Signed*

Robert explained we are a member of, and contract out several ancillary services (speech/language therapist, social worker, etc) through Cooperative Educational Services (CES). They are wanting to change their bylaws (mainly how to manage their finances with more agility), and need 65% of their members to approve it. Robert sent the changes to Barry, our attorney, and he had no issues with the proposed amendments, but needed to be approved by our Board.

Motion by Alissa Mavridis that we all APPROVE the CES JPA document.

Seconded by Amber Romero

Carried All in Favor

4. Teacher Surveys for Principals*

Robert reminded the Board, last year the PED put out surveys for teachers to fill out regarding their principals. They have not come out yet this year, but he proposed doing it again this year as the information he got last year was helpful.

Motion by Amber Romero that we, this year again, UTILIZE the Teacher Survey for Principals as administered by the PED.

Seconded by DeEtte Peterson

Carried All in Favor

5. McKinney Vento Policy Change*

Robert said this Policy currently states if someone had a grievance regarding a homeless benefit, they would go to the Head Administrator, and then to PED if it didn't get resolved. The mandatory change says someone would go to the Head Administrator first, then to the Board, and finally the PED if the issue was not resolved.

Motion by Amber Romero that we APPROVE the McKinney Vento Policy Change.

Seconded by Marvin Larsen

Carried All in Favor

6. AdvancED Accreditation – February 19-20, 2019

Robert explained we are preparing for their visit to maintain our accreditation. He has been uploading documents, including our data and use of it, school goals, and answers to questions. They will be observing classrooms, talking to teachers and administration, and looking at our data. He explained high schools have to be accredited, elementary and middle schools do not, but we have always included in our Charter that we are accredited. This tells people we are always looking at continual improvement, and makes us more competitive within charter schools.

7. IT Report

Tim didn't send anything, but Robert had information to share. Two Fridays ago students had Internet Safety Training. Marvin attended and said they talked about it when he got home with his kids. Robert said we had a meeting with a company to investigate upgrading our security camera system, and possibly adding an intercom system with alert lights.

VI. New Business Matters

A. Date for next Regular SPLC Governing Council Meeting – scheduled for Thursday, February 28, 2019 at 5:00pm*

Motion by Amber Romero that we MEET February 28th for our next meeting.

Seconded by Marvin Larsen

Carried All in Favor

VII. Adjournment*

Motion by Aaron Redd that we ADJOURN.

Seconded by Amber Romero

Carried All in Favor

Note: * Indicates Action / Approved Item

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Tonya McCullough at tmccullough@sslc-nm.com or (505) 296-7677 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats.