



**GOVERNING COUNCIL**

Regular Meeting of the Southwest Preparatory Learning Center Governing Council on  
Thursday, July 25, 2019

**BOARD MEMBERS PRESENT**

Aaron Redd, DeEtte Peterson, Amber Romero

**BOARD MEMBERS ABSENT**

Alissa Mavridis, Marvin Larsen

**ALSO IN ATTENDANCE**

Robert Pasztor, Maria Foster, Jonas Cossey

**PUBLIC**

Jason Burnett, James Burton

These minutes were approved on August 16, 2019

By a vote of X yes \_\_\_ no \_\_\_ absent \_\_\_ abstained

Aaron Redd President

Tonya McCullough Secretary

## **I. Call to Order**

By Aaron Redd

**Thursday, July 25, 2019 at 5:00 PM**

Special 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 (absent), Marvin Larsen (absent), Amber Romero, and DeEtte Peterson

### **B. Pledge of Allegiance**

Led by Aaron Redd

### **C. Adoption of the Agenda\***

**Motion by** Aaron Redd that we ADOPT today's agenda with the change to move the Closed Session to after the II.A. Financial Update.

**Seconded by** DeEtte Peterson

**Carried All in Favor**

### **D. Review / Approval of Minutes from June 27, 2019 Regular Meeting\***

There were no comments from the Board.

**Motion by** Aaron Redd to APPROVE the minutes from the June 27<sup>th</sup> meeting.

**Seconded by** Amber Romero

**Carried All in Favor**

## **II. Financial Update**

### **A. Finance Committee Report (Committee met July 25, 2019 at 4pm)**

Amber said they went over all the financials and the bank statement. June is the last fiscal month of the year so these represent the final books. We didn't see anything out of the ordinary. Justine said she will start a new fiscal year and she likes to reflect on the whole year. We will have a cash carryover.

**The Board Voted to Move Closed Session to Here to accommodate our lawyer, Jason Burnett**

### **B. Business Office Report**

Maria stated as of today we have 63 P.O.'s open because we are working on getting the MOU out of the picture. We are paying our share of the vendors; there are an additional five that we did not know about earlier. The split is 42/58. We are at full staff. This week we were notified our custodian company was sold so we have been working on finding staff to prepare the school for the new year, and hire permanent staff. Teacher supplies are showing up and things are running smoothly. She said she is learning a lot from Toni from payroll and our goal is to become independent from the Vigil group.

### **C. FY19 Audit Information**

Maria said the audit will be September 5<sup>th</sup>. The audit company and Justine are working on the schedule and who will participate on the audit team. There will be an entry and an exit meeting.

**D. Cost Sharing MOU with SSLC Approval\***

Maria said we will not need approval today. Ms. Lutz wanted their lawyer to look at the MOU first, and then the SSLC Board will vote on it before we can approve it.

**Motion by** Aaron Redd that we TABLE the approval of the Cost Sharing MOU.

**Seconded by** Amber Romero

**Carried All in Favor**

**E. Disposal of Inventory\***

Maria stated the locker rooms in the bathrooms have been removed. One belongs to us and the other to SSLC.

**Motion by** Aaron Redd that we APPROVE the disposal of the inventory.

**Seconded by** DeEtte Peterson

**Carried All in Favor**

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

James Burton is visiting the Board as a possible member. He introduced himself and gave an overview of his employment and hobbies. Amber added she thought James would be an excellent candidate for a Board member.

**IV. Ongoing Governing Body Business Matters**

**A. OMA Resolution for 2019-2020\***

Robert stated this is where we would vote on where and when to have Board meetings for the year. It was agreed to have meetings on the third Thursday of the month.

**Motion by** Aaron Redd that we ADOPT the OMA Resolution for the 2019-2020 school year.

**Seconded by** Amber Romero

**Carried All in Favor**

**B. Attendance Policy Approval\***

Jonas said the teachers helped revise the Attendance Policy. He went over new details that were added, including tardies, how parents signed in their student, and consequences for students that had issues with non-excused tardies.

**Motion by** DeEtte Peterson that we APPROVE the new Attendance Policy.

**Seconded by** Amber Romero

**Carried All in Favor**

**C. Restraint and Seclusion Policy Approval\***

Jonas said schools are required to have this Policy and we used the suggested verbiage to develop ours. We are directed to have this plan in place before we can train staff.

He went over the Policy with the Board. The Board had a discussion regarding different student scenarios and how it would be handled.

**Motion by** Amber Romero that we APPROVE the Restraint and Seclusion Policy.

**Seconded by** DeEtte Peterson

**Carried All in Favor**

**V. Head Administrator Report and Summary**

**A. Open House/Meet the Teacher - Tuesday, September 10, 2019 5PM-7PM**

Robert said the Board was welcome to be there that night. We will talk about it more at our next meeting. He said we usually get a good turnout for that.

**B. Staffing Update (Spanish/TESOL, 7<sup>th</sup>/8<sup>th</sup> Language Arts, SpEd EA)**

Robert said we have hired a new Spanish teacher, Yvonne Escajeda, a new Language Arts teacher, Ariana Feltenberger, and a special education EA, Serena Bennett. Robert will be meeting with the 7/8<sup>th</sup> grade teachers, and the PE and Spanish teacher on Monday to discuss CBA's and how they will be working together.

**C. Enrollment Update**

Robert said our student numbers are currently at 200. We built our budget on 184/185, but we don't have to be full. The Board agreed it was preferred we are not full to keep class sizes smaller. 5<sup>th</sup> grade is full, and there are a few openings in the other grade levels.

**D. 19-20 School Year At-A-Glance Calendar – First Days of School, Etc.**

Robert provided calendars for the Board so they could see holidays, semester dates, and how our year will pan out.

**E. IT Report**

Robert read from Tim: We have installed new Windows 10 devices on teacher touch screens, and they will need to be trained. It should be a better experience for the teachers. The Chromebook replacements have arrived and we will be rolling them out. (Robert said they have a company that will come in and prepare them for us. Aaron advised Robert to ask the service about Ransom Ware and how they are going to deal with that.)

Amber inquired about academic scores from last year.

[Task: Robert will add academic scores to the next agenda.](#)

**VI. Closed Session\* (Moved to before SPLC Administrative Reports)**

**A. Matters subject to the attorney-client privilege pertaining to threatened or pending litigation in which the public body is or may become a participant pursuant to NMSA 1978, Section 10-15-1(H)(7) regarding potential restitution and real estate.**

**Motion** by Aaron Redd that we GO INTO Closed Session and that Matters subject to the attorney-client privilege pertaining to threatened or pending litigation in which the public body is or may become a participant pursuant to NMSA 1978, Section 10-15-1(H)(7) regarding potential restitution and real estate will be discussed.

- He invited Robert Pasztor, our Head Administrator, and our attorney into Closed Session

**Seconded** by DeEtte Peterson

**Carried All in Favor**

**Roll Call**

Tonya called Aaron Redd, Amber Romero and DeEtte Peterson

**Closed Session began at 5:04**

**VII. Open Session and Action on Matters Discussed in Closed Session\***

**Motion** by Aaron Redd that we MOVE BACK INTO Open Session.

**Seconded** by DeEtte Peterson

**Carried All in Favor**

**Roll Call**

Tonya called Aaron Redd, Amber Romero and DeEtte Peterson.

**Open Session began at 5:28 PM**

**Motion** by Amber Romero that we INSTRUCT our legal counsel to proceed in accordance with the privileged instructions that were given to him during the Closed Session.

**Seconded** by DeEtte Peterson

**Carried All in Favor**

**VIII. New Business Matters**

**A. Date for next SPLC Governing Council Meeting – scheduled for Thursday, August 15<sup>th</sup>, 2019 at 5:00pm\***

**Motion** by Aaron Redd that we HAVE the meeting at that time.

**Seconded** by Amber Romero

**Carried All in Favor**

**IX. Adjournment\***

**Motion** by Aaron Redd for ADJOURNMENT.

**Seconded** by Amber Romero

**Carried All in Favor**

**Adjournment at 6:12 PM**

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](mailto: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.