



GOVERNING COUNCIL

Regular Meeting of the Southwest Preparatory Learning Center Governing Council on

Thursday, November 29, 2018

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

(None)

ALSO IN ATTENDANCE

Robert Pasztor, Maria Foster, Justine Vigil

PUBLIC

None

These minutes were approved on January 24, 2019

By a vote of X yes ___ no ___ absent ___ abstained

Aaron Redd President

Tonya McCullough Secretary

I. Call to Order

By Aaron Redd

Thursday, November 29, 2018 at 5:04 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 that we ADOPT the agenda

Seconded by Amber Romero

Carried All in Favor

D. Review / Approval of Minutes from October 25, 2018 Regular Meeting*

Marvin stated on the title page Alissa Mavridis and Amber Romero were listed as both present and absent. They should both be listed as absent.

Motion by Aaron Redd that we APPROVE the minutes from the October meeting with the attendee names corrected.

Seconded by Marvin Larsen

Carried All in Favor

II. Financial Update

A. Finance Committee Report (Committee met November 29, 2018 at 4:00 PM)

Justine asked the Board if they would like her to go through the whole packet, or just the highlights. The Board suggested just the highlights.

Justine said we received an award for Lease Reimbursement, which will be one of the BAR's tonight. No out of the ordinary expenditures. There was a decrease in student count, so we will see a decrease in the budget in February.

Amber stated the Financial Committee spent a fair amount of time going over the budget and didn't see anything out of the ordinary.

B. Approval of BAR's 530-000-1819-0009 through -0013*

Justine went over each BAR with the Board.

BAR 0009: Lease Reimbursement Reward - This is requested on a quarterly basis.

BAR 0010: Cash Carry Over - The audit has not yet been released yet, but this is an increase to the Operational Budget.

BAR 0011: HB-33 - We over projected the Budget in the spring, so this is a decrease.

BAR 0012: SB-9 - We under projected, so this is an increase to our SB-9 carry over.

BAR 0013: Activity Fund - She under projected, so this is an increase.

Motion by Amber Romero that we APPROVE BAR's 0009-IB, 0010-I, 0011-D, 0012-I, and 0013-I.

Seconded by Alissa Mavridis

Carried All in Favor

C. Business Office Report

Maria said everything is running smoothly; it's just the daily activity of the teachers and CBA's.

D. Inventory Disposal Items*

Maria explained Mr. Allan found a monitor in storage with our sticker that no one needs, which needs to be disposed of.

Motion by Alissa Mavridis that we APPROVE the disposal of the monitor.

Seconded by Amber Romero

Carried All in Favor

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

Maria said the Board is doing a really good job. The student population might not be growing, but the school is stable and she appreciates the work the Board is doing for Southwest Preparatory.

IV. Ongoing Governing Body Business Matters

A. Board Training Information

Robert said DeEtte has done her 8-hour training, and is up to date on her hours.

Aaron reminded the Board they still have a few hours to make up, and Robert is watching the training schedule for opportunities for them.

V. SPLC Administrative Reports

A. Head Administrator Report and Summary

1. Enrollment Update

Robert said we are currently at 184. We will see a decrease in the budget as a result of the low 40th day count, but we have, and will continue to take on new students. We are still okay making our budget. Our Special Education population has been rising and we may need to look at hiring another teacher.

2. Charter Renewal Update / Preliminary Report / PEC Renewal Meeting

Robert gave the Board a copy of the preliminary report. It is a result of the visit showing the corrections he made. He will respond to them tomorrow. He pointed out that on #1B: Schools that meet or exceed their Charter School goals, he will be including our data from our interim assessment data, and proficiency in reading and mathematics for students that are with the school for more than one year. We can look at this data in February or March. Renewal meetings will be December 11-15th, in which we will be presenting and be asking for a 5-year renewal.

3. Addition of National Board Costs to Tuition Reimbursement and Discussion / Decision on Adding Number of Years*

Robert said we have a teacher that is National Board certified, and would like to renew. He proposed adding wording to the current policy to include National Board reimbursement as it is professional development and training. Amber

clarified that the proposal would be to reimburse the teacher. Robert also proposed to the Board that if SPLC reimbursed staff for education, that person should either work for the school for an additional two years, or they should reimburse the school if they leave. The Board discussed wording the arrangement so the Head Administrator could be flexible on the parameters, or agreeing as long as the employee was working at our school, it would be reimbursed (course by course). Robert said he would look into wording and present it to the Board. Maria reminded the Board that reimbursements are presented to the employee after they completed the course successfully.

Motion by Amber Romero that we add to the Tuition, Books and Course Fees Reimbursement Policy the statement that this includes costs related to National Board Certification.

Seconded by Alissa Mavridis

Carried All in Favor

4. Discipline Rubric Policy*

Robert had several examples of behavior rubrics to show the Board. He explained the teachers would like a Discipline Policy in the Student Handbook that is consistent and clear. The Board liked the idea.

Motion by Amber Romero that we APPROVE the Discipline Rubric Policy.

Seconded by DeEtte Peterson

Carried All in Favor

5. Addendum to Background Check Policy*

Robert explained this addendum is required by the Federal government. It says, anyone who works or interacts with anyone in our school would not recommend employment for a person if there is any suspicion or knowledge that the person may have engaged in sexual misconduct with a student. The Board discussed the issue, answered questions for each other, and clarified the meaning.

Motion by Amber Romero that we ADD this Addendum to the Background Check Policy regarding the required assurance for recommendations of new employees.

Seconded by Alissa Mavridis

Carried All in Favor

6. IT Report

Robert read: Tim said on January 11, the NM Attorney General's Office will be here for our all-student internet training. He said parents are invited and Robert will extend the invitation on the January 1st update. It usually lasts about two hours. Board members should not set up any auto forwarding rules. He said it's okay to read and forward to another email. They have started their E-rate application for the new funding year, which will give us partial reimbursement for our internet and network equipment costs.

VI. Closed Session*

Discussion on Real Estate

Motion by Aaron Redd to MOVE INTO Closed Session to discuss matters related to Real Estate and I invite Robert Pasztor to join us.

Seconded by Alissa Mavridis

Carried All in Favor

Roll Call

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

Closed Session began at 5:58

VII. Open Session*

Motion by Aaron Redd that we GO BACK INTO Open Session.

Seconded by Amber Romero

Carried All in Favor

Roll Call

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

Open Session began at 6:11

VIII. New Business Matters*

A. Date for next Regular SPLC Governing Council Meeting – Scheduled for Thursday, December 13, 2018 or Thursday, January 24, 2019 at 5:00 PM*

Robert stated he talked to Justine to see if a meeting needed to be held in two weeks, or if it was okay that we met in January. Justine said it would be okay to meet in January. If agreed upon, we would post the December meeting was cancelled. The Board discussed and decided to cancel the December meeting.

Motion by Marvin Larsen that we CANCEL the December meeting and have our next meeting on the fourth Thursday of January.

Seconded by Alissa Mavridis

Carried All in Favor

IX. Adjournment*

Motion by Aaron Redd to ADJOURN (at 6:13 PM).

Seconded by Amber Romero

Carried All in Favor

Note: * Indicates Action / Approval 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.