



GOVERNANCE COUNCIL MEETING MINUTES – DRAFT

Wednesday, August 17, 2022 @ 5:00pm

Meeting Room: Via Zoom

10301 Candelaria Rd. NE, Albuquerque, NM 87112

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT	ALSO IN ATTENDANCE	PUBLIC IN ATTENDANCE
Deborah Burns Shannon Carpenter Michael Hamel Debra Jensen Larry Stotts Eileen Johnson		Christine Lutz Lisa Mora Denise Dixson Jolene Jaramillo	

MINUTES RECORDED BY: Debra Jensen

Transcribed by: Dana Smith

These minutes were approved on 09/21/2022

President: Deborah Burns

Recorded by: Debra Jensen

***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 Dana Smith (dsmith@sslcnm.com) to request a copy of the policy/policies as referenced within this document.

OPENING BUSINESS

CALL TO ORDER

Mrs. Burns called the Southwest Secondary Learning Center (SSLC) Governing Council Board (GCB) Meeting to order on Wednesday, August 17, 2022, at 5:00 pm via Zoom.

ROLL CALL

Mrs. Burns, present
Ms. Carpenter, present
Mr. Hamel, present
Mrs. Jensen, present
Ms. Johnson- present
Mr. Stotts- present

PLEDGE OF ALLEGIANCE

Mrs. Burns asked everyone to join her in the Pledge of Allegiance.

ADOPTION OF THE AGENDA

Mrs. Burns asked for a motion to adopt the agenda. Mrs. Jensen made the motion to adopt the agenda and Mr. Hamel seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

REVIEW /APPROVAL OF MINUTES 7-20-22 Regular Meeting

Mrs. Burns asked for a motion to approve the minutes. Mr. Hamel made a motion to approve the minutes and Mrs. Jensen seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

PUBLIC COMMENT

None present.

ACTION ITEMS

A. FINANCE REPORT

Jolene Jaramillo presented. The finance packet was reviewed in the finance committee meeting. Balance was \$4,703,215.50 at the end of July. Federal and state flow through funds need to be spent. Estimates indicate 35% of operational budget will be spent. Instruction and instructional support is currently 14%. State likes to see closer to 75%. Need to break down budget to determine how things are coded and to see which operational costs are being used for instruction.

Received \$250,125 from insurance/reimbursement associated with Scott Glasrud case. 50% goes to SSLC, 25% to SAMS and 25% to SPLC with ~\$500 deducted from each school for lawyer fees because Patty Matthews did all of the legal work.

B. FINANCE COMMITTEE UPDATE

None

C. CHECK REGISTER APPROVAL 7-20-22*

Mrs. Burns asked for a motion to approve the Check Register. Mrs. Jensen made a motion and Mr. Hamel seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

D. BANK RECONCILIATION 7-20-22*

Mrs. Burns asked for a motion to approve the Bank Reconciliation. Ms. Johnson made a motion and Mrs. Jensen seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

E. BAR ADJUSTMENT REQUEST (BAR)*

- BAR 531-000-2223-0001-I PED sent out notification of SEG adjustment resulting in increase of \$136

Mrs. Burns asked for a motion to approve the above-mentioned BARS. Mrs. Jensen made a motion and Ms. Johnson seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

F. REORGANIZATION OF STANDING AND AD HOC COMMITTEE MEMBERSHIP*

- Finance Committee- K12, Eileen Johnson, Deborah Burns (Larry Stotts will serve as an alternate until he is trained and comfortable enough to replace Ms. Burns)
- Audit Committee- K12, Chris Lutz, Michael Hamel, Shannon Carpenter, Anthony Padilla (parent), Walter Feldman (community member)
- Nominating Committee- Deborah Burns and Michael Hamel. Need to add a parent or community member (request made to determine if the requirement for this committee can be removed from the by-laws)
- Academic Committee- Denise Dixon, Shannon Carpenter, Debra Jensen, Larry Stotts
- Recruitment Committee- Lisa Mora, Michael Hamel, Shannon Carpenter
- Addition of Renewal Ad Hoc Committee Membership*
Renewal Committee- Chris Lutz, Lisa Mora, Eileen Johnson, Debra Jensen
Charter renewal work needs to begin 1/23 and school will go before PEC 12/23. PEC historically would prefer Southwest schools to combine but do not have authority to require it. Committee needs to meet with SPLC to discuss options.

Mrs. Burns asked for a motion to approve the addition of the Renewal ad hoc committee and the slate of committee members as presented. Ms. Johnson made a motion and Mrs. Jensen seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

G. INVENTORY DISPOSAL

Approve inventory disposal to Adelante (3 laptops, 2 Chromebooks, 4 towers). Items with memory need approval for disposal.

Mrs. Burns asked for a motion to approve the Inventory Disposal. Mr. Hamel made a motion and Mrs. Jensen seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

UPDATES

ACADEMIC DEAN - DENISE DIXSON

- Every subgroup increased completion percentage for EOY 2022 except for Gifted and Native American.

ASSISTANT PRINCIPAL - LISA MORA

- Memo received Friday from PED indicating most Covid restrictions have been lifted.
- Test to stay for the unvaccinated, surveillance testing, and social distancing have been discontinued.
- McKee Wallwork is planning how to utilize and market CNM student spotlights. Website hosting is being moved to McKee Wallwork. They are in the process of developing a dual enrollment page and updating the website.
- Abba is investigating different options for cloud-based servers. The pros and cons of each option (as is, all cloud, or hybrid) will be presented in Nov or Dec.

HEAD ADMINISTRATOR - CHRISTINE LUTZ

- 149 enrollment- 48 ninth graders, 44 tenth graders, 31 juniors, 26 seniors.
- Nutanix will ship 8/23. A Saturday installation was requested.
- Smart Lab installation is complete.
- 12 students are signed up for certifications.
- 8/26 will be first strategic planning meeting.
- SWAT will be compared to last year.
- SPLC wanted to use the IT server room as ancillary space. ABBA advised against this. Other space was offered.

GOVERNANCE COUCIL UPDATES

A. Audit

Auditor requested some paperwork

B. Recruitment Committee Update

Google updates indicate increased traffic. McKee Wallwork indicated that because the SSLC website is combined with SPLC, it is making it difficult. Creation of an independent website solely for SSLC would be best option. The need to participate in a branding

exercise with McKee Wallwork was discussed, and the Governing Council agreed.
Proposed an Action Item for next meeting to approve proposal regarding branding.

C. Academic

None

ANNOUNCEMENTS

PCSNM Conference December 8 and 9, 2022 at Hyatt Regency Tamaya-can receive all/most hours, \$400.00-\$450.00 per person depending on the number.

ADJOURNMENT

Next Scheduled Meeting: September 21, 2022, at 5:00pm via the Zoom platform Time adjourned: 7:03 pm.