



GOVERNANCE COUNCIL MONTHLY MEETING MEETING MINUTES

Wednesday, November 15, 2023 @ 5:00pm
Meeting Room: SSLC Smart Lab

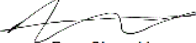
This public meeting will be held in person at:
10301 Candelaria Rd NE, Albuquerque, NM 87112

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT	ALSO IN ATTENDANCE	PUBLIC IN ATTENDANCE
Deborah Burns Michael Hamel Debra Jensen Eileen Johnson Anthony Padilla	Danielle Parker	Lisa Mora Kristalyn Loftis	Amelia Riehl

MINUTES RECORDED BY: Deborah Burns

These minutes were approved on 12/20/23

DocuSigned by: _____

President: 
DocuSigned by: 9F6E3D44C39A40A...

Recorded by: Deborah Burns
160768AAEFD74B6...

****SSLC policies are available to the public. Please e-mail Dana Smith (dsmith@sslc-nm.com) to request a copy of the policy/policies as referenced within this document.**

OPENING BUSINESS

1. CALL TO ORDER

Mr. Hamel called the Southwest Secondary Learning Center (SSLC) Governing Council Special Board Meeting to order on Wednesday, November 15, 2023, at 5:03 pm.

a. ROLL CALL

Mrs. Burns, present
Mr. Hamel, present
Mrs. Jensen, present
Ms. Johnson, present
Mrs. Parker, absent
Mr. Padilla, present

b. PLEDGE OF ALLEGIANCE

Mr. Hamel asked everyone to join in the Pledge of Allegiance.

2. ADOPTION OF THE AGENDA

Mr. Hamel asked whether there were any proposed changes to the agenda. After no changes were requested, Mr. Hamel asked for a motion to adopt the agenda as presented. Ms. Johnson made the motion to adopt the agenda as presented and Mrs. Jensen seconded the motion. Mr. Hamel called for a vote, the vote was unanimous yes, Motion passed.

3. REVIEW /APPROVAL OF MINUTES 10-18-23

After asking if there were any comments or corrections, Mr. Hamel asked for a motion to approve the minutes. Mr. Padilla made a motion to approve the minutes and Ms. Johnson seconded the motion. Mr. Hamel called for a vote, unanimous yes, Motion passed.

4. PUBLIC COMMENT

There were no members of the public present and therefore no public comment.

FINANCE

1. Finance Committee Update – Ms. Johnson reported the Finance Committee met prior to this meeting and reviewed all the financial reports in detail. One change was identified to be corrected for the Board. Mrs. Burns mentioned that as an additional financial control, a member of the Finance Committee is now receiving monthly statements directly from Nusenda via email to independently verify the accuracy of the bank statements presented to the Finance Committee and Board. The Finance Committee has no issues to report.

2. Finance Report from K-12 – Kristalyn Loftis

- a. Check Register/Bank Reconciliation (Discussion/Action). Ms. Loftis reviewed the financial reports with the Board and pointed out key financial activities and trends. The Board asked for details on several items but had no issues with the reports or the financial condition of the school.
- b. Liquidity ratio is 7.54 months of operating budget.
- c. The October 31, 2023 Nusenda Credit Union statement has a final checking

account balance of \$3,357,193.76 and savings account balance of \$16,156.18.

Mrs. Burns, as a member of the Finance Committee, mentioned that the business manager and executive director will be evaluating the potential transfer of some of the checking balance to savings account to receive higher interest rates on the cash balances and will make their recommendation next month.

When requested, Ms. Johnson made a motion to approve the Check Register/ Bank Reconciliation and Mrs. Jenson seconded. Mr. Hamel called for a vote, unanimous yes, Motion passed.

3. Audit Committee Update

- a. Exit Conference occurred on Nov 1 @ 4:00 pm
Mr. Hamel suggested a closed session for next month's agenda to discuss the result.

4. Inventory Disposal (Discussion/Action)

Mrs. Mora described the inventory disposition report and recommendations from Romero Weiner for disposal. Mr. Hamel asked about the amount of unreimbursed amounts for Chrome books that were not returned and Mrs. Mora indicated that SSLC has records for lost inventory value. After discussion, the Board asked to remove the choir risers pending a review by Mrs. Loftis.

Mr. Hamel asked for a motion to approve the inventory disposition. Mr. Padilla made the motion to dispose of the inventory as presented but excluding the choir risers. Mrs. Jensen seconded the motion. Mr. Hamel called for a vote, the vote was unanimous yes, Motion passed.

Academics

1. Executive Director Update

- a. Enrollment - Mrs. Mora reported enrollment at 143 students, 1 student withdrew, 1 student was expelled, and one new student has enrolled. Two students have indicated they would like to enroll but do not currently have sufficient grades to enroll mid-semester. They are expected in January.
- b. NM Vistas – PED has recently published academic data that is grossly inaccurate for SSLC and Mrs. Mora has appealed the inaccuracies. PED knowingly published inaccurate data for SSLC and other schools. Mrs. Mora will pursue the corrections with PED. Mrs. Mora indicated that SSLC graduation data maintained in PowerSchool is correct. Mrs. Mora and Mrs. Dixson are preparing corrected data for the rechartering meeting with the PED on December 13, 2023. Currently, 75% of seniors are on track to graduate in 4 years and 85% of juniors are on track to graduate in 4 years. The NM Vistas data indicates SSLC only graduated 16% of its most recent cohort so the magnitude of the discrepancies are extreme.
- c. Recruitment – Mrs. Mora began outreach to 13 middle schools about presenting SSLC and, other than 1 school that does not allow such presentations, she is awaiting word for scheduling presentations dates with the rest. So far one school has offered her a date in January.
- d. Charrette/Re-Branding – The Charrette Team received the final presentation of their work, and a special meeting will be scheduled for the Governing Council in the next few weeks. McKee is doing back-end research on the website at Mrs.

Mora's request which will be provided when complete. After discussion, the Board agreed with Mrs. Mora's research on the website.

- e. SSLC's registrar has decided to retire at the end of the semester, and Mrs. Mora is planning an internal transfer and has posted for a new EA position.

Governance

1. **GC Self-Evaluation (Discussion/Action)** No discussion and no action was taken.
2. **Academic Committee (Discussion/Action)** In the absence of Mrs. Parker, this discussion is being postponed to a future meeting. No action was taken.
3. **Renewal Committee**
 - a. Hearing scheduled Wednesday, Dec 13 @ 10:15 am in Santa Fe and Mrs. Burns and Ms. Johnson have agreed to attend in person and other GC members may listen remotely.
 - b. Preliminary Analysis from CSD – The recommendation to the PEC is that SSLC be rechartered for 5 years with no conditions. In addition, Mrs. Mora presented some of the highlights from the report which were very favorable in preparation for the coming hearing.
 - c. Mrs. Mora reviewed the PEC letter on the focus of the presentation to be provided by SSLC at the rechartering hearing on December 13, 2023. Mrs. Mora and Mrs. Dixon are preparing the presentation to the PEC.
4. **Consideration of New Governance Council Members (Discussion)**

Mr. Hamel has a contact that is interested in applying for Board and will attend a meeting in the next few months to be interviewed by the Governing Council.
5. **Potential change to meeting date for January 17, 2024 (Discussion/Action)** After discussion about staff travel, the Board preferred to change this meeting to Tuesday, January 16, 2023. Mrs. Jensen made a motion to make this change to the schedule, Mrs. Johnson seconded the motion, and the motion passed unanimously.

Announcements

1. PED 23-24 GC training calendar available at <https://webnew.ped.state.nm.us/bureaus/options-parents-families/charter-schools/trainings-offered/>

ADJOURNMENT

Next Scheduled Meeting in person: December 20, 2023, at 5:00 pm in person at SSLC.
Time adjourned 6:39 pm.