



REGULAR SCHEDULED GOVERNANCE COUNCIL MEETING MINUTES – DRAFT

Wednesday, December 15 @ 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 Tammy Gerrard Michael Hamel Debra Jensen Scott Struve		Christine Lutz Lisa Mora Heather Riley Justine Vigil Neill Woods	

MINUTES RECORDED BY: Debra Jensen **Transcribed by:** Dana Smith

These minutes were approved on January 19, 2022

DocuSigned by:
 President: Deborah Burns
 DocuSigned by:
 Recorded by: Debra Jensen
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****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@sslc-nm.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, December 15, 2021, at 5:00 pm via Zoom.

ROLL CALL

Mrs. Burns, present
Mr. Hamel, present
Ms. Gerrard, present
Mrs. Jensen, present
Mr. Scott Struve, 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 with the correction to table BAR 531-000-2122-0020-I until the next meeting. Mrs. Burns made the motion to adopt the agenda and Mrs. Jensen seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

REVIEW /APPROVAL OF MINUTES 11-17-21 Regular meeting

Mrs. Burns asked for a motion to approve the minutes with the correction to double check that Denise Dixson was present at the 11-17-21 meeting. Mr. Hamel made a motion to approve the minutes. Mr. Struve seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

ACTION ITEMS

FINANCE REPORT

The Audit is completed and budget needs to be cleaned up with the BARS below. The new budget needs to be completed in the spring. Justine Vigil presented the Finance Report. BAR 531-000-2122-0019 was voided.

FINANCE COMMITTEE UPDATE

The finance committee went through the reports in detail. Still waiting on the Title 1 funds. Month end balance is \$4,615,253.11

BUDGET ADJUSTMENT REQUEST (BAR)

1. BAR 531-000-2122-0013-I Title II carryover \$4,837.00- mentorship stipends
2. BAR 531-000-2122-0014-I Increase BAR for operational funds
3. BAR 531-000-2122-0015-I Increase BAR for SPLC rent
4. BAR 531-000-2122-0016-I Increase BAR for operational funds, internet and phones
5. BAR 531-000-2122-0017-I Increase BAR for operational funds
6. BAR 531-000-2122-0018-IB
7. ~~BAR 531-000-2122-0020-I~~ **Tabled**
8. BAR 531-000-2122-0021-D \$148 Instructional Materials fund carryover was overestimated
9. BAR 531-000-2122-0022-D \$148 over-estimate of carryover
10. BAR 531-000-2122-0023-IB
11. BAR 531-000-2122-0024-I HB33 fund
12. BAR 531-000-2122-0025-I SB9 \$192 increase in cash carryover

After discussion Mrs. Burns asked for a motion to approve the above mentioned BARS. Ms. Gerrard made the motion and Mr. Hamel seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, **Motion passed.**

INVENTORY DISPOSAL

The playground was removed to install portables. Playground equipment and matting is being stored onsite. The playground equipment has been degraded by sun exposure (equipment and matting).

After discussion Mrs. Burns asked for a motion to approve the disposal of the playground equipment and matting. Mrs. Burns made the motion and Mrs. Jensen seconded the motion. Mrs. Burns called for a roll call vote. Unanimous yes, **Motion passed.**

DISCUSSION ITEMS

- A. Strategic Planning with Results 4 Business and SSLC Staff- Action Plan and Scorecard Demo- Chris Lutz and Lisa Mora presented. Staff will work on the Action Plan until complete. Vision, Mission, Objectives & Strategies are complete. Dawn and Keri will work with staff on January 3rd to complete action plan and determine metrics and parameters. Question of how to measure attrition. Referrals for marketing company from GC have been received. We would like to review the 3 proposals in January and would like selection and contracting by January 31, 2022.
- B. FABLAB/Santa Fe visit with Sarah Boisvert Update- New Collar Workforce Training- high paying jobs that don't require a college degree. Provides a digital badge in 3-D printing that would give students a head start in pursuing different career pathways. They also have a summer boot camp. Sarah would help with marketing if we go ahead. Sarah will be at SSLC on January 14th.

UPDATES

ASSISTANT PRINCIPAL UPDATE

- Mandated to do surveillance testing for staff who are eligible but have not received a booster.
- PMG test to stay- overwhelmed with the volume and are not testing in a timely manner.
- SSLC received a CLIA waiver, which enables the school to do the testing.
- Students can sign up to participate in surveillance testing.

HEAD ADMINISTRATOR UPDATE

- Enrollment- 147
- Just completed 80 day reporting.
- Special Education EA has been hired.
- Aggie Lopez passed away. She was instrumental in establishing SSLC. She was on the Governing Council of SSLC and APS school board. Would like to plant a tree and create a plaque in her honor.

ACADEMIC COMMITTEE

No updates

RECRUITING COMMITTEE

No updates. Suggested to include Sarah Boisvert in marketing if we decide to go with digital badges.

AUDIT COMMITTEE

Tammie Gerrard said we are still in holding pattern.

DISCUSSION

PUBLIC COMMENT

ANNOUNCEMENTS

- The Governor's Stem Challenge Team will be joining us to demonstrate their project/prototype at the January 19th meeting. "Cardian" (car alarm, play on Guardian) received an honorable mention.
- January 26th- three hour financial training with Rebekah Runyon, K12 CPA @ 5:00 pm via zoom.

ADJOURNMENT

The meeting adjourned at 6:18 pm.

The next Governing Council Board Meeting is January 19, 2022 at 5:00 via Zoom platform.