



GOVERNANCE COUNCIL MONTHLY MEETING MEETING MINUTES

Wednesday, March 20, 2024 @ 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
Michael Hamel Deborah Burns Eileen Johnson Anthony Padilla* Danielle Parker * arrived at 5:04 PM	Debra Jensen	Lisa Mora Denise Dixson Kristalyn Loftis	

MINUTES RECORDED BY: Deborah Burns

These minutes were approved on 4-17-24
DocuSigned by:
Vice President: Eileen Johnson
DocuSigned by:
Recorded by: Deborah Burns
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****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 Monthly Board Meeting to order on Wednesday, March 20, 2024, at 5:00 pm.

a. ROLL CALL

Mr. Hamel called for a roll call. Mrs. Burns provided the roll call with results as follows:

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

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. Given no changes 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. Parker seconded the motion. Mr. Hamel called for a vote, the vote was unanimous yes, Motion passed.

3. REVIEW /APPROVAL OF MINUTES February 21, 2024

Mr. Hamel asked if there are any changes to the minutes from the last meeting. With no changes requested, Mr. Hamel asked for a motion to approve the minutes, Mrs. Parker made the motion to approve, and Ms. Johnson seconded the motion. Mr. Hamel called for a vote, unanimous yes, Motion passed.

4. PUBLIC COMMENT

Per the Agenda, SSLC is seeking stakeholder input on the 2024-2025 academic calendar, FY25 budget, and the Career Technical Education grant budget.

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. There were no concerns or issues identified.

2. Finance Report from K-12

Finance Report from K-12

- a.** BAR 2324-0034-I 24101 - Title I ESEA FY24 planning and carryover award
\$ 6,036.00
- b.** BAR 2324-0035-T 24174 - Carl Perkins Transfer \$0

Mrs. Loftis reviewed the financial documents in detail. Liquidity ratio is 9.20 months of operating budget. The February 29, 2024, Nusenda Credit Union statement has a final checking account balance of \$2,351,322.58 and savings account balance of \$1,017,170.49.

Mr. Hamel requested a motion to approve the BARs and Check Register/ Bank Reconciliation as presented. Mr. Padilla made a motion to approve as presented, Mrs. Parker seconded. Mr. Hamel called for a vote, unanimous yes, Motion passed.

ACADEMICS

1. Academic Dean Update

- a. Mrs. Dixon indicated student progress reports as of 3/14/2024 reflected that 74% of students' courses were on schedule which is consistent with last year. She noted a slight decrease from 76% from last year and a departure from the year over year improvement for this date which is unusual, but it is just one week's data.

2. Executive Director Update

- a. Enrollment – Current enrollment is 145 (down by 1 from last month). Mrs. Mora indicated that applications for next year from existing students and new applicants is currently at 149, but it's too early to predict actual enrollment for 2024-2025.
- b. Winter NWEA Test Scores – Most recent scores reflected percentages of “Meets Goal” at or near the standard being set in the new charter contract. There was some discussion of the pattern of winter scores often being lower than fall and spring scores. After a lengthy discussion of results, the Board tabled the further discussions of student performance to later in the meeting agenda.
- c. Parent & Gifted Advisory Councils Update – Despite offering an evening meeting for this group, none of the parents or students attended. Mrs. Mora mentioned that standard definitions of gifted are changing. As part of new requirements by PED, SSLC will be offering gifted student classes next year. Mrs. Mora explained that SSLC is considering options including Knowledge Masters, the Stock Market Game, English Expo, and capstone components to include in the new course offering. Student surveys indicated a desire to include specific SEL strategies and note taking in the new course. Mrs. Parker noted that while she is very supportive of the new Gifted Students program, she expressed concern that the middle performing students (student that are not gifted and do not have an IEP) do not miss out on note taking support and other opportunities being offered to the Gifted Students.
- d. SSRA Site Visit – Priority Schools Bureau of PED conducted the required site visit due to CSI status of lower graduation rate and low proficiency rates. The visit focused on school strengths and opportunities for improvement. The report noted good student support by sponsor teachers and NWEA teacher training as positive strategies being employed by the school. PED suggested mandatory scheduling of classroom intensives to address course avoidance. Another recommendation is adding My Path in Edgenuity to integrate with student's NWEA scores to customize curriculum for each of the students addressing their weak areas. PED suggested professional development for general education staff with respect to special education students. PED would like to see continued partnership with NWEA to make sure the covered topics are improved in the Edgenuity curriculum. Mrs. Mora indicated these recommendations are going to be implemented.

e. School Business-

- i. Mrs. Mora has ABBA Technologies, the school's computer support vendor, researching the opportunity to move the school's computer servers to a cloud-based solution. Mr. Hamel offered to provide Mrs. Mora with a list of questions to be addressed by ABBA Technologies.
- ii. Mrs. Mora mentioned that there is now a new calendar rule mandating 180 days academic days. SSLC has 170 days currently, but it is expected we can minimize changes to teacher contracts with other adjustments.
- iii. Phase I of graduation data validation is complete and Phase II is starting. Mrs. Mora observed the same pattern of under reporting. Apparently the under reporting is due to the previous registrar entering graduation data all summer even though the data was pulled for reporting by the end of the school year. SSLC has a new registrar and data will be entered more promptly going forward. Timely validation this year will allow us to correct outcomes before graduation rates are finalized.
- iv. Mrs. Mora mentioned that the SSLC/SPLC cost sharing agreement is waiting on the delayed certified membership reports. She is working with SPLC to create a draft for budget purposes based on documented enrollment.
- v. PED permanently repealed the demonstration of competency graduation requirements. SSLC will need to amend its graduation requirements as well.
- vi. PED is also making it optional to require Algebra II as a course requirement, but each school can set their graduation requirements to include it or not. The Board discussed the value of maintaining the Algebra II requirement for graduation as there are alternative paths for students that have a learning disability.

GOVERNANCE

1. Academic Committee (Discussion/Action)

The Board discussed the best role of the Academic Committee. Suggestions included the Academic Committee focus some of their time on a deep dive on the academic performance data to understand and explain the implications of test results to the Board and then to look at strategic improvements to meet academic goals set by the Board. Mrs. Parker agreed to lead the development of plans for the Academic Committee to support the Board.

2. Charter Contract Negotiations

- a. Update – Mr. Hamel summarized the proposed changes to the contract which were not material. The most significant change is to the performance framework. The most concerning requirement is maintaining a high re-enrollment rate year to year given the various reasons for students relocating to other schools that are not tied to any shortfall of the school. Mr. Hamel indicated that Mrs. Mora intends to obtain detailed exit information to document reasons for leaving the school in the event SSLC needs to apply for a waiver. The PEC liked the fact that SSLC is committed to NWEA testing for all 9th-12th students despite only being required to test the 11th graders.
- b. Contract Approval (Discussion/Action) After extensive discussion of all the contract changes and list of certain corrections needed by Mrs. Mora, Mr. Hamel asked for a motion to approve the Charter Renewal Package as presented with certain

corrections and edits to typos. Ms. Johnson made the motion to approve, and Mr. Padilla seconded the motion. Mr. Hamel called for a vote, unanimous yes, Motion passed.

- 3. Rebranding** – Mrs. Mora updated the Board on various elements of rebranding including plans to paint walls, reverse the cubicle panels in the Main lab, order new chairs and new canvas posters so the rollout of the school's new name and messaging is impactful. Mrs. Mora is still getting quotes for the rebranding items and building a budget for approval, but she indicated that the likely cost would be approximately \$20,000. A school announcement meeting is going to be held on May 14th, 2024, with rollout of new T-shirts and posters, etc. for the existing school community. Public announcements and promotion will follow later.
- 4. Review GC Training Hours**
Mrs. Mora indicated that Mr. Padilla, Mrs. Parker, and Mrs. Burns have completed their training for the year. Mrs. Mora provided the remaining Governing Council members with information about completing their training hours.
- 5. Closed Session** - Pursuant to section 10-15-1(H)(2), NMSA 1978 the Governance Council will meet in closed session to discuss limited personnel matters relating to the Executive Director annual evaluation. After an initial discussion of reasons, the Board was not prepared to go into closed session, Ms. Johnson made a motion to postpone the Closed session until next meeting, Mrs. Parker seconded. Mr. Hamel called for a vote, approved unanimously. Motion passed.

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: Wednesday, April 17, 2024, at 5:00 pm in person at SSLC.

Time adjourned: 7:43 pm.