



REGULAR SCHEDULED GOVERNANCE COUNCIL MEETING MINUTES

Wednesday, February 16, 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 Tammy Gerrard Debra Jensen Scott Struve	Michael Hamel	Denise Dixson Lisa Mora Heather Riley Justine Vigil Neill Woods Amelia Riehl	

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

These minutes were approved on March 2, 2022

DocuSigned by:
 President: Deborah Burns
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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, February 16, 2022, at 5:00 pm via Zoom.

ROLL CALL

Mrs. Burns, present
Mr. Hamel, absent
Ms. Gerrard, present
Mrs. Jensen, present
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. Mrs. Jensen made the motion to adopt the agenda and Mr. Struve seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, w/o Michael Hamel **Motion passed.**

REVIEW /APPROVAL OF MINUTES 2-9-22 Special meeting

Mrs. Burns asked for a motion to approve the minutes. Ms. Gerrard made a motion to approve the minutes. Mr. Struve seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, w/o Michael Hamel **Motion passed.**

ACTION ITEMS

FINANCE REPORT

Scope of work for Financial Reporting

Would like graphical representation of certain figures to help with ease of identifying trends. Jan., Feb., Mar., would like business management group to give legislative updates for budgeting purposes (salary increases, insurance, benefits). Possibly have business manager review procurement & inventory to facilitate increases in oversight for auditing purposes. Would like quarterly reports that are being sent to PED to be included in the finance packet. Would like guidance on drawing down excessive operating budget (operating budget surplus plan).

Justine Vigil presented the Finance Report.

FINANCE COMMITTEE UPDATE

New unit value went up- PED announced, approximately 14,000 outstanding RFR's. The special COVID-19 grant must be spent by June 30.

BUDGET ADJUSTMENT REQUEST (BAR)

1. BAR 531-000-2122-0029-IB- Covid-19 Grant from State DOH, use for Covid related expenses
2. BAR 531-000-2122-0030-I- SB-9 State Match, Technology purchases. Can be used for furniture
3. BAR 531-000-2122-0031-I- Due to increase in unit value, budgeting toward advertising and will need to be moved to marketing.

After discussion Mrs. Burns asked for a motion to approve the 3 above mentioned BARS. Mrs. Jensen made the motion and Ms. Gerrard seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, w/o Michael Hamel **Motion passed.**

Justine Vigil and Neill Woods left the meeting.

RESULTS 4 BUSINESS CONTRACT

Provide 15 hours of monthly consultation from February-May 2022 including a 1 day in-person workshop and 4 hours of individualized coaching for administrators in preparation for GC meeting. \$5,650/mo. + 7.875 % NM gross receipt tax= \$6,094.94, \$24,279.75 total. Administration voiced concern that metrics are not applicable for a school as opposed to a business.

After discussion Mrs. Burns asked for a motion to authorize Chris Lutz to renegotiate terms of the contract with Results 4 Business up to and including \$24,279.75 for services through the end of the academic year. Mrs. Jensen made the motion and Ms. Gerrard seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, w/o Michael Hamel **Motion passed.**

INVENTORY DISPOSAL

Clean out of the IT room and disposition of capital and designated inventory items is ongoing. After discussion Mrs. Burns asked for a motion to approve of assets. Ms. Gerrard made the motion and Mrs. Burns seconded the motion. Mrs. Burns called for a roll call vote, unanimous yes, w/o Michael Hamel **Motion passed.**

ACADEMIC COMMITTEE

No updates- Suggested to have the committee be involved with Denise.

RECRUITMENT COMMITTEE

No updates. Suggested to have the committee be involved with interaction with McKee Wallworks & Company.

AUDIT COMMITTEE

Audit not released as of 2-11-2022.

DISCUSSION

- **Salary Increases per the NM Legislature- not fully funded**
Secretary call with Secretary Steinhouse each week, new minimums will be \$50,000, \$60,000 and \$70,000 and will not be fully funded.
HB1- 3% increase on the last quarter salary for this year and 4% next year.
Most small schools are anticipating 20% deficit due to salary increases and loss of small school size adjustments.
- **Cost Sharing Agreement with SPLC**
New cost sharing split is 48% SSLC and 52% SPLC based on enrollment. Formal agreement will be presented to the board next month. Legal counsel will provide the updated document.
- **SSLC/SPLC Consolidation**
Request for pros and cons of consolidation. Need to determine if consolidation is prudent, one of the schools would need to be closed and employees terminated and the rehired. Consolidation should be considered prior to charter contract renewal. Contract renewal begins early 2023. A new committee formation was discussed to discuss a possible consolidation in collaboration with an SPLC committee.
- Governance Council required training- NMPED (live), PCSNM (live March 4 and 5) and Asynchronous maybe mid-March. Due by May 30th.

UPDATES

ACADEMIC DEAN- DENISE DIXSON

- 62% overall on track, 63% in class and 69% remote.
- 66% SPED on track, 54% Native on track and 48% African American on track.
- 504 and Native Americans are down a bit compared to last year.
- Ideas from staff to help increase under performing groups' performance, can be submitted.

ASSISTANT PRINCIPAL- LISA MORA

- Covid down now after January spike. Last week was over 3% but still under 5%. Staff is trained on testing, waiting for supplies for surveillance testing.
- Covid grant can be used on any Covid prevention and mitigation, and can be used for Covid contact's salary.
- Equity Council had 1st statewide meeting, assigning new facilitators. Councils across The state are reporting difficulties in recruiting equity council members.

HEAD ADMINISTRATOR- CHRIS LUTZ

- Enrollment:147 (120-day count) Will lose 3 remote students.
- 20 IEP's were submitted for review, 100% compliant.
- Special Capital Outlay for new lighting in the Gym and sound dampening. We requested \$100,000 and received \$70,000 and will receive after July 1st, 2022. Mrs. Burns brought up a facelift to help modernize the school.
- Polled staff about working summer programs and camps. Two were willing to work, one remotely.
- Letters of Intent to return were given out to staff. Most are planning to return.

CLOSED SESSION

PURSUANT TO SECTION 10-15-1 (H) (2), THE BOARD WILL MEET IN CLOSED SESSION TO DISCUSS LIMITED PERSONNEL MATTERS FOR THE PURPOSE OF THE HEAD ADMINISTRATOR EVALUATION AND REVIEW.

Chris Lutz was invited to attend.

Mrs. Burns asked for a motion to go into closed session PURSUANT TO SECTION 10-15-1 (H) (2), THE BOARD WILL MEET IN CLOSED SESSION TO DISCUSS LIMITED PERSONNEL MATTERS FOR THE PURPOSE OF THE HEAD ADMINISTRATOR EVALUATION. Mrs. Burns made the motion and Mrs. Jensen seconded the motion. Mrs. Burns called for a voice vote, unanimous yes. **Motion passed.**

TIME INTO CLOSED SESSION: 7:18 PM

TIME BACK FROM CLOSED SESSION: 8:44 PM

Mrs. Burns asked for a motion to come out of closed session.

ACTION ITEMS OR NONE?

Only matters regarding the Head Administrator evaluation was discussed. No action was taken.

ADJOURNMENT

The meeting adjourned at 8:45 pm. The next regular Governing Council Board Meeting is March 16, 2022, at 5:00 via Zoom platform.