

SCHOOL FOR INTEGRATED ACADEMICS AND TECHNOLOGIES

Minutes of the

GOVERNING COUNCIL MEETING

Tuesday, June 17, 2014

5:00 pm

SIATech Business Office

3916 Carlisle Blvd NW, Suite E

Albuquerque, NM 87107

Council Members Present: Emily Salazar, Jacob Kennedy, Evalynne Hunemuller, John Rodarte

Council Members Not Present: Rhonda Seidenwurm

Guests: Erik Bose, SIATech Executive Director; Curt Szarek, SIATech Business Manager

Minutes: Donna Vanlandingham, SIATech Administrative Assistant

CALL MEETING TO ORDER

The meeting was called to order at 5:02 pm by Council Secretary John Rodarte.

ACTION ITEMS

1. Approval of June 17, 2014 Agenda

Evalynne Hunemuller made a motion to approve the agenda. Jacob Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

2. Approval of May 20, 2014 Meeting Minutes

Evalynne Hunemuller made a motion to approve the agenda. Jacob Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

3. Approval of May 28, 2014 Meeting Minutes

Evalynne Hunemuller made a motion to approve the agenda. Jacob Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

4. 2014/2015 Open Meeting Act Resolution

This resolution must be approved annually and it was explained there are no changes to the resolution from the previous year. Jacob Kennedy made a motion to approve the resolution. Evalynne Hunemuller seconded the motion. There was no further discussion. The motion carried unanimously.

President Emily Salazar arrived at 5:04 and began presiding over the meeting.

5. MOU Regarding Improvements to Leases Premises

Mr. Bose explained the MOU was drafted by the school's attorney. All of the improvements will meet e-occupancy specifications. Evalynne Hunemuller made a motion to approve the MOU. Jacob Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

6. Professional Services Agreement for 2014/2015 Legal Services

The Professional Services agreement was distributed to the council for review. Mr. Szarek explained this is the same contract as previous years. The threshold amount has been set at \$60,000 for the 14/15 school year. Evalynne Hunemuller made a motion to approve the Professional Services agreement as presented. John Rodarte seconded the motion. There was no further discussion. The motion carried unanimously.

7. Operational Fund Maintenance BAR

Mr. Szarek explained there is no BAR to approve. He reports there are sufficient funds available by Function to finish out the school year.

8. Signature Cards

Mr. Szarek explained new signature cards are required by the school's financial institution since the school is changing names. The financial institution also requires that the meeting minutes reflect the councils' approval of the check signers. John Rodarte made a motion to approve the check signer signatures for ABQ Charter Academy. Evalynne Hunemuller seconded the motion. The motion carried unanimously.

9. MOU with AJCC

Mr. Bose explained that he has met with administration at Albuquerque Job Corps several times regarding the MOU. The school attorney has also had an opportunity to review the MOU. He pointed out this is an annual MOU, whereas, the previous ones were for 5 years. Evalynne Hunemuller made a motion to approve the MOU. Jacob Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

10. 2014/2015 Governing Council and Election of Officers

Evalynne Hunemuller made a motion for the council members and officers to remain the same as the current 2013/2014 council. Jacob Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

The 2014/2015 Governing Council members and officers will be: Emily Salazar, President; Rhonda Seidenwurm, Vice President; John Rodarte, Secretary; Treasurer, Jacob Kennedy; and Evalynne Hunemuller.

John Rodarte explained to the council members that beginning with the UNM fall semester. He will be enrolled in three classes, one which will be held on Tuesday evening. He feels as if he will be unable to fulfill his obligation as secretary for the council during this time. He also asked if the council would consider meeting on the alternate meeting dates for the September, October, November and possibly December meetings. All of the council members present agreed to meet on the 4th Thursday of each month September - December, so that John can be present for the meetings.

DISCUSSION ITEM

1. The April financial statements were sent out electronically to the council prior to the meeting.

The check register for May was included in each council member's packet.

- Mr. Szarek pointed out some of the larger disbursements on the check register which were for Title I Priority/Focus and School Improvement grant awards. The school had to expend the funds before the end of May in order to receive the reimbursements from APS by the end of the school year.
- The request for Reimbursements (RfR's) for the Title I Priority/Focus, School Improvement, and Title II grant awards have been submitted through OBMS and are expected to be fully approved. The reimbursements should be received this month which will result in the inter-fund payable/receivable amounts being zero at June 30th.
- The PSFA Lease Reimbursement request was submitted to APS' charter school office on June 5th. The Academy and Business Office sites will have month-to-month leases in effect which will expire on December 31, 2014. Once we know the facility has been completed, inspected and e-occupancy is received, we can terminate the agreement with a thirty (30) day written notice. The expected moving date is the month of October.

2. Principal/Head Administrator Report - Erik Bose

Mr. Bose reviewed his administrator report with the council.

- Mr. Bose reports the new facility construction plans have been approved. The permits have been submitted to the city and the contractor expects those back by next week.
- Mr. Bose and Ms. Roble have picked out paint and carpet for the new building.
- All employee letters of intent and employment contracts have been distributed and signed.
- Two special education teachers and a social worker have been hired for the new school year.
- During July 15 - July 28 the teachers will be working on writing the new curriculum for the Plato courses that have been purchased.
- A chart reflecting weekly credits earned by the students was distributed to the council.
- Mr. Bose reports there have been some issues with SIATech National as far as being able to back up data. He is currently working on this issue.

Executive Director's Goals

Mr. Bose sent his goals electronically to the council. The council will review the goals and discuss them at the July meeting.

PUBLIC COMMENT

ANNOUNCEMENTS

The next regular meeting will be held on July 15, 2014 at 5:00 pm at SIATech (ABQ Charter Academy) Business Office.

MEETING ADJOURNED

John Rodarte made a motion to adjourn the meeting. Evalynne Hunemuller seconded the motion. The motion carried unanimously. Emily Salazar adjourned the meeting at 5:51 pm.